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ABSTRACT

This report of the Connecticut Community Development Action Plan (CDAP) contains a brochure on how to plan and execute a CDAP, detailed guidelines for municipalities, the Community Development Act (Public Act 522) and related legislation (Public Acts 768 and 760), and provisions of 20 other public acts. Interpersonal communication, citizen participation, basic aims and provisions of the Community Development Act, municipal functions in the CDAP, and revised CDAP application procedures are covered in the detailed guidelines. Such concerns as child day care, municipal business and industrial development, zoning, grants in aid, health and safety codes, sale of public housing units, establishment of a Connecticut mortgage authority, condemnation of property in redevelopment areas, the funding of housing for the elderly and for low and moderate income groups, neighborhood development, housing authority rehabilitation programs and social services, housing code enforcement, human resource development, applicability of the state building code to municipalities, and participation in the Model Cities Program are dealt with in the legislation itself. A map of townships and operational districts is included. (ly)

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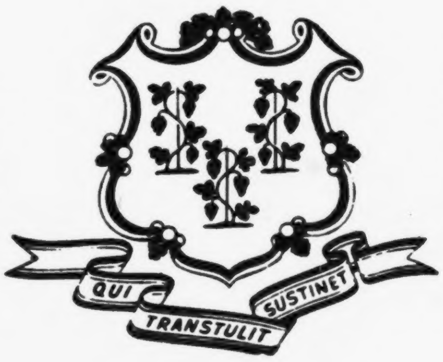
STATE OF CONNECTICUT



DEPARTMENT
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Because the problems facing today's communities grow along with the population, and tend to relate to each other, an overall plan which considers these mutual problems is necessary in order to meet various needs. This is why the Community Development Action Plan was designed.

WHAT IS THE COMMUNITY DEVELOPMENT ACTION PLAN?

It is a plan drawn up by a community setting forth actions which will help solve community-wide problems and needs. During a two-year period the community looks at its needs and problems, and makes a list of things that can be done to solve as many of them as possible. The timetable of the things to be done becomes the basis of the Community Development Action Plan itself.

The community must look at all the things it does, not just some, and it must look at all of the city, not just part of it.

For example, a look at the health function of a community may reveal a need for training in family health, but it also shows a lack of physical facilities, as well as a lack of local funds to hire instructors. At the same time it is found that Board of Education policy prohibits non-school activities in the school plant.

The indicated solution then is two-fold: 1) the policy of the school board must be changed, and 2) financial aid must be sought.

WHY SHOULD A COMMUNITY DEVELOPMENT ACTION PLAN BE UNDERTAKEN?

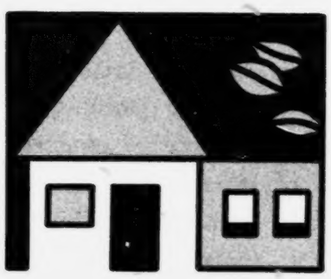
A community should prepare a Community Development Action Plan so that:

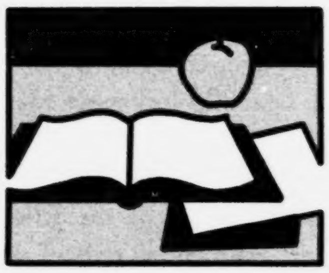
- **It can take a clear, honest look at itself and work out ways to better serve its citizens.**
- **It can find ways to *prevent* future problems as well as to *correct* present ones.**
- **It can bring leaders and citizens together to insure continued community growth in all areas of community life.**
- **It can develop within its citizens a sense of pride in their own "home town".**

HOW DOES A COMMUNITY DEVELOPMENT ACTION PLAN GET ACCOMPLISHED?

The community must first decide on the direction it should go; it should set up its goals and its objectives. For example what *is* the city's goal in education, in housing, in health?

Next it will make a detailed study of needs and problems, of its strong points and of its shortcomings in each of 12 basic community functions:





Education
How its children and adults are educated, specialized training, resources available, financial support

Housing
How and where people live, home ownership, rental levels, housing codes, public housing, elderly housing

Health
Do all the people get good health services? Is there an adequate supply of doctors, nurses, technicians, hospitals?

Recreation
Are there enough facilities in the right places? Are they being used to best advantage? Are supplies available?

Social Services
How and to whom are welfare services provided? Are legal services available? Services to handicapped?

Economic Development
What jobs are available, where the money comes from, where it is spent, income levels

Public Utilities and Services
Electricity, rubbish collection, gas, lighting, street cleaning, sewer services

Public Safety
Police and fire protection and services, traffic control, civil defense

Transportation and Circulation
How people get around the community, street system, parking, availability to shopping

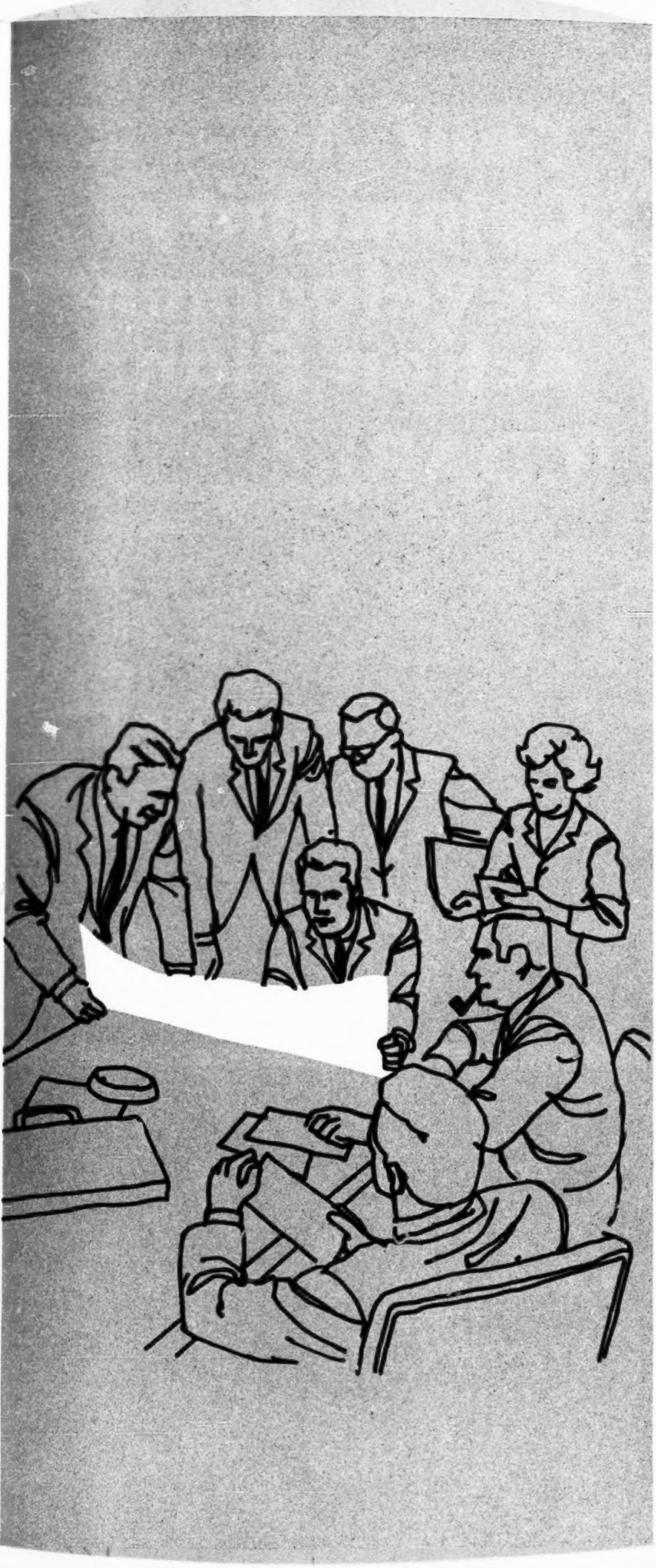
Cultural
Theaters, museums, libraries, private and public agencies or groups

Interpersonal Communication
How people make their needs known, how they exchange ideas, how informed

General Municipal Government
Overall administration of community, public functions and private resources, physical plant, equipment, costs

When the community's needs and problems in all of these areas become known, the community will then look for ways to solve them. It will seek public and private means and financial programs to help answer these needs. It will look for relations between the several functions so that a problem appearing in one of these areas may find a solution in another.

Finally, the community will sort out those needs which are the most important, and will set up a schedule of programs to be undertaken over a five-year period. This schedule is the Community Development Action Plan.



WHO PREPARES A COMMUNITY DEVELOPMENT ACTION PLAN?

The people of the community should prepare the plan — the barber, the mayor, the student, the businessman, the housewife — they should all have a hand in it.

When they have jointly agreed they want to undertake a Community Development Action Plan, they must first decide on the organization to do it.

At this point the municipality seeks the advice of its district director from the Department of Community Affairs.

The following steps then are taken:

- **An application is formally prepared for a CDAP.**
- **The application is approved by the community.**
- **Local funds needed for the CDAP are approved by the community.**
- **The plan is submitted to the Department of Community Affairs together with a request for funds.**
- **The Department of Community Affairs reviews and approves the program and application.**
- **The approved application is then returned to the community and the CDAP gets under way.**

DEPARTMENT OF COMMUNITY AFFAIRS
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1179 Main Street
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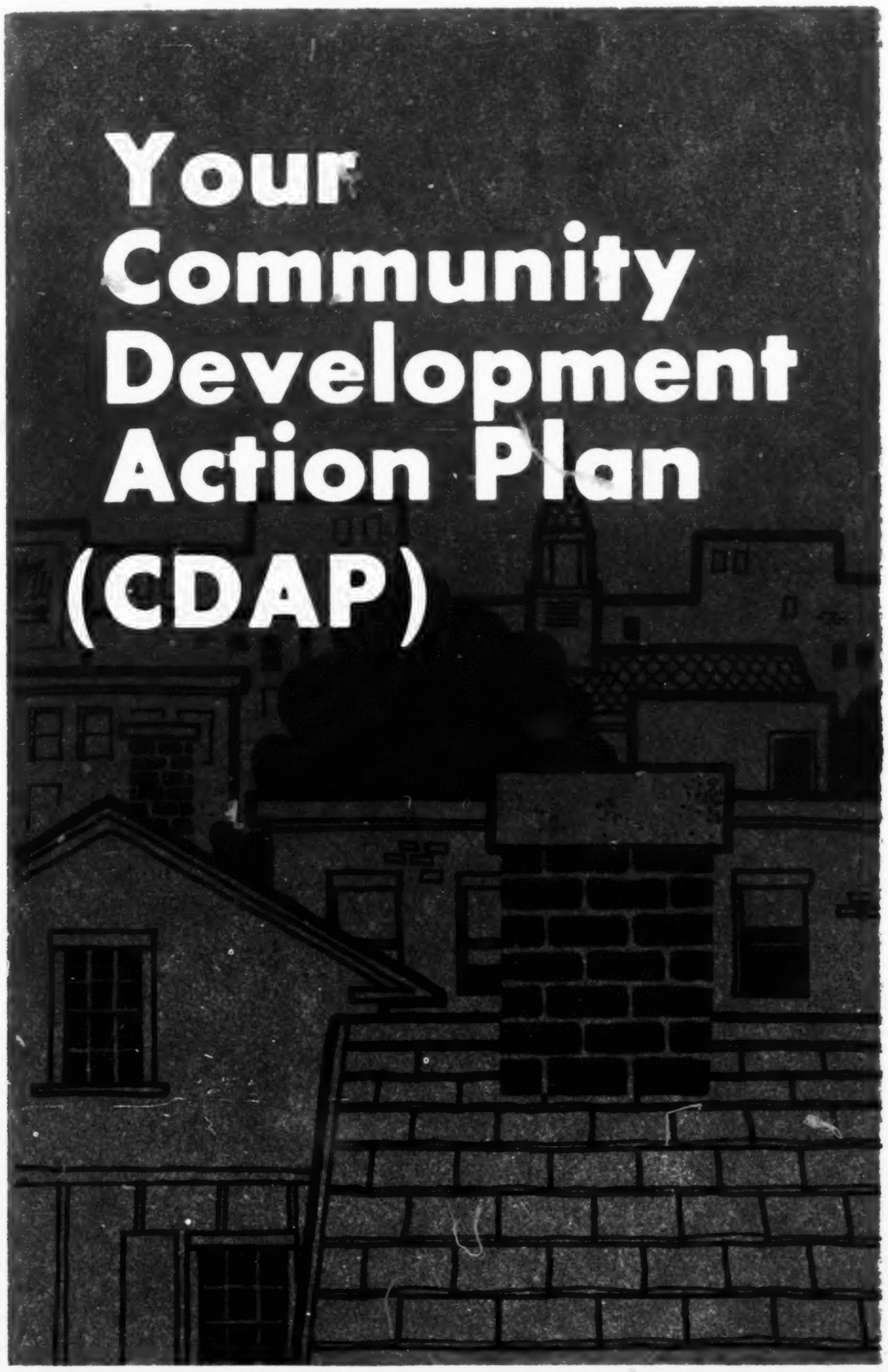
Your Community Development Action Plan (CDAP)



- What it is . . .
- Why it can help you . . .
- How you can get one . . .
- Who does it . . .

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CDAP GUIDELINE NO. 1

SUBJECT: Inter-personal Communication and Citizen Participation

This is the first of a series of Guidelines which will be prepared to assist municipalities in the undertaking of Community Development Action Plans. Further Guidelines will be issued as quickly as possible and will discuss details of the CDAP concept and give guideline in specific matters concerned with both the program for Preparation of the CDAP (i.e., the application) and the CDAP itself. Comments and suggestions on this initial Guideline and for future issues will be most welcome.

This first Guideline is concerned with one of the 12 CDAP Functions, but one which has much wider implications than solely CDAP. It first defines the Inter-personal Communication Function and discribes briefly some of the matters which may be examined under its Physical, Human Resource, Economic and Administrative Components. It then discusses in some further details the Function as a whole, its relationship to the CDAP process and suggests ways and means for effective systems of inter-personal communication and citizen participation. Perhaps not normally considered a municipal function, communication between members of a community becomes increasingly important: communication between individuals in their daily work, between the advantaged and the disadvantaged, between groups, between municipal officials and the people of the community. This Function is concerned with what the community does to keep itself informed, how its people make known their wants and needs, how public and private agencies make known their services and their ability to help. Normal communications media of radio, newspaper, television, etc., will need to be considered, but also new and effective ways of more direct and personal communicating will need examination. New resoures will need to be created.

Definition

By "inter-personal communication" we mean the ability of individuals and groups within a community, municipality, block, etc., to talk and listen to each other without fear or suspicion and to exchange viewpoints and ideas with each other and with the municipality, the chief executive and other local elected and appointed officials on community conditions, housing, personal problems and needs, feelings toward others, family problems and needs, abilities, attitudes toward government, etc.

Areas of Concern

In each of these areas of concern the municipality will examine and analyze present status, needs, problems, deficiencies and resources under each of four Components. From this, goals and objective and priorities will be established, and the municipality will set up a five-year program of activities to meet the discovered needs.

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The Physical Component will probably be more difficult to analyze at the beginning because the nature of this Function is less physical than other Functions. However, as part of this Component the municipality can be analyzed to discover the best size and characteristics of areas within which the most effective inter-personal communications can be carried on. The need for meeting places can be determined and transportation problems can be looked into. Physical facilities of mass communication should be examined: radio, TV, newspapers, newsletters, systematic use of church and synagogue newsletters, pulpit announcements, etc.

The Human Resource Component will consider the people involved in inter-personal communication: i.e., all the people of the community, both as communicators and as recipients, with special reference to those groups which are most difficult to reach in the communication process. Analysis should be made of the types of groups, ages, locations, ethnic backgrounds, literacy and educational levels which will assist in determining needs for and methods of communications.

The Economic Component can investigate the effect of barriers to good communication on the local economy (personal income, costs to the public sector, etc.), such as inability to find or fill jobs because of language barriers or illiteracy; or such as suspicions of local employers concerning the employability of members of minority groups or handicapped persons, etc.

Through the Administrative Component the organizational set-up and possibilities for communication between people and groups and areas will be looked into. Existing organizations and groups, both public and private, will be examined, including the usual civic groups, churches, etc. The possibilities of establishing informal groups within areas will be looked at, and means of improving liaison with official bodies will be checked. The use of training laboratories in community and human relations should be investigated. Effective and respected local leadership will be sought. The use of the media of mass communication will be investigated.

* * * * * *

Effective inter-personal communication and citizen participation have three bases:

(a) Effective two-way communication must be established between local government and its citizens, particularly the residents of its ghettos and its disadvantaged citizens, and between groups within neighborhoods;

(b) Opportunity to be heard must be given by local government to its citizens, especially the residents of its ghettos and its disadvantaged citizens;

(c) Involvement of its citizens, particularly the residents of its ghettos and its disadvantaged citizens, in the local decision-making process must be commenced and continued.

Because it is unlikely that any municipality has an effective system of inter-personal communications at this point, a start on such a local system of inter-personal communication must be made quickly at the beginning of the CDAP process, with the CDAP role being, in part, that of monitoring and attempting to assure the effectiveness of the system. Some part of the first six-month period of the CDAP process may be used by the municipality to (a) plan the appropriate mechanism to involve the municipality's citizens in CDAP planning and decision making; (b) put it into operation; and (c) test it. If such a system is to work, it cannot be designed solely from the "top" down but must involve the actual participants. Its effectiveness will be continually checked during the CDAP process, with changes being made as may be necessary.

Inter-personal communication is considered a municipal Function of the utmost importance, whereby a beginning may be made on breaking down feelings of mutual distrust; a better base be established for the direct understanding of the real needs and problems and resources of the people themselves; and useful, practical solutions may be initiated. It is imperative that people feel free to express themselves and be able to receive expressions of others. Without this ability, suspicions will build, rumors will be given credence and barriers will go up which will work against attainment of the mutual solutions of the needs and problems of people, families, groups and communities. The urban riots of 1967 were in part the product of this inability to communicate effectively.

The Department of Community Affairs is interested in stimulating improvement of the ability of people and groups to communicate their needs, problems and resources effectively. The means of accomplishment we consider to be the job and the responsibility of the municipality but, as part of this Department's responsibility, the following suggestions as to how this may be done are offered. It should be understood that these are not necessarily complete solutions by themselves, but should be considered as options or alternatives which might be used separately or in combination.

1. Regular, frequent meetings conducted or sponsored by the CDAP Agency within various neighborhoods or areas, operating as unstructured informational meetings or working sessions open to all residents of each area, for the open exchange of ideas. Such meetings might eventually lead to organization (perhaps as neighborhood "town meetings" on a regular basis to discuss matters of mutual and neighborhood concern), or might be left unstructured.

2. Assurance at all times by all neighborhood or area residents of access to the CDAP Agency, and opportunity to be heard.

3. Establishment by the CDAP Agency of a series of neighborhood offices staffed by personnel of appropriate local, public or private agencies with special attention to evening hours; and by a "neighborhood advocate" hired by the CDAP Agency to work with and for the area residents in planning for the neighborhood or area, and to act as liaison between the area and official agencies. The creation of a "neighborhood commission," in a more than advisory capacity, made up of area residents, might also be considered.

4. Within the municipality, neighborhoods, areas or sub-communities may be delineated, of appropriate size, based on factors of common interest or on local geography, etc. These should encompass the entire city, not solely the ghetto areas;

5. From each of these neighborhoods a representative or representatives may be selected. It is highly important to assure that such representative is in fact a leader commanding the respect and confidence of the people in the area, and one whose contributions will be recieved by the municipality. Possible alternative methods of selection include:

   (a) By appointment by the municipal chief executive officers;

   (b) By election by the people within the area;

   (c) By representative of already established "special interest" groups in, for example, education, housing, etc.;

   (d) Through any other means which can effectively articulate the needs, problems and resources of the people of the area to the CDAP Agency.

6. The establishment of a "Council of Neighborhoods" made up of these representatives may be effective in working directly with the CDAP Agency member suggested below.

7. A member of the municipal CDAP Agency may be made specifically responsible for the Inter-personal Communication Function. This member should be especially selected as one who is respected and trusted by the community as a whole. Through this member and the neighborhood council representatives, the problems, needs, resources, etc., can be brought directly to the CDAP Agency, although it should be recogonized that this responsibility cannot be totally delegated to any one individual.

8. The needs and problems of each area should be translated into response from the municipal government or other groups. Quick response should be available so that action will result as quickly as possible. The municipality should look upon this system as a way of getting on top of needs and problems before they become unmanageable. This might result, for example, in such activities as the finding of a meeting place for teenagers, or the improvement of garbage or refuse collections.

9. Community relations laboratories or workshops may be utilized to initiate better communication.

10. Neighborhood development corporations have been established in at least one city outside and should be considered.

11. In creation of its CDAP Advisory Council or Committee, the municipality should consider the potential strength of Council membership based on each of the twelve CDAP Functions, key municipal agencies, and an appropriate number of at-large members from neighborhoods or geographic areas.

12. Effectiveness of citizen participation activities will abviously be increased the more they are related to achievable and visible events. They should, to the greatest extent fessible, be project- or event-oriented activities.

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CDAP Guideline No. 2: Introduction to the Community Development Action Plan

The Community Development Act (Chapter 133 of the Connecticut General Statutes, as amended) is designed to accomplish three major purposes: (1) create a new state Department of Community Affairs, (2) provide for a variety of new state financial assistance programs and technical services aimed at solving community development problems under the direction of the Department, and (3) provide, through the Community Development Action Plan (CDAP), an opportunity for each community to assess its needs, and to make plans and schedules in order to meet the municipal goals and responsibilities of the social, physical and economic well-being of residents.

The Community Development Action Plan process with a comprehensive coverage of the physical, economic, human resource and administrative development aspects of a community departs from what may be considered the usual approach to municipal analysis. Although the undertaking of a Community Development Action Plan is a prerequisite to all of the financial assistance programs offered by the Department of Community Affairs, the plan should be viewed as a process with its intrinsic value aside from its role as a prerequisite. Regardless of whether or not a municipality may wish to take advantage of any of these financial programs, the municipality should carefully examine the opportunity offered through the Community Development Action Plan process to assess municipal needs and to make unified plans and schedules for meeting its goals and responsibilities to the social, physical and economic well-being of its citizens.

The Process

The Community Development Action Plan as provided in Section 8-207, C.G.S., as amended, is a concept of municipal analysis to discover short- and long-range needs and problems of a human resource, economic, physical and administrative nature leading directly to a scheduling of actions, activities, programs, etc., to meet and solve the needs and problems. Through the Community Development Action Plan process, a municipality analyzes each of twelve municipal functions (Education, Housing, Health, Recreation, Social Services, Economic Development, Public Utilities and Services, Public Safety, Transportation and Circulation, Culture, Inter-personal Communication and General Municipal Government), each in terms of four parts or components (Human Resource, Physical, Economic, and Administrative). In each case the present status, needs, problems, and resources are researched and evaluated. Emphasis is placed on examination and analysis of existing and potential assets and liabilities. All present, potential, proposed, or desired public and private resources to be utilized are found and described; their effectiveness and practicality is analyzed and evaluated. Resources include technical and advisory services or assistance; state, federal, or private financial programs and projects underway; and potential services, programs and projects.

Through this analysis and evaluation, a "cross-referencing" system can be set up from which the inter-relationships of functions and components can be systematically discovered, and assets or liabilities identified.

Goals are established and objectives identified for each function. Goals are considered to be long-range ends to which the municipality is aiming within each function. Objectives are considered as necessary steps to be undertaken in reaching the goals of each five-year period of the Action Plan.

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From the analysis and evaluation, and the setting of goals and objectives, priorities are established as a basis for a scheduling of actions and activities. The priorities cover a five-year period in which to meet the needs and problems that have been discovered. This schedule will be the Community Development Action Plan itself and establishes, among other things, the schedule of priorities, timetable for accomplishment of the actions and activities to be taken, estimated expenditures to be made for the program items (where appropriate), identification of the probable financial sources, and funding related (where pertinent) to a capital improvements program for the municipality.

As an example of how this process might work in a given instance, assume that analysis of the Health Function of the municipality shows, under the Social Component, a need for training in family health for certain segments of the community; under the Physical Component, a lack of physical facilities for this purpose; and, under the Economic Component, a lack of local funds to hire teachers for this purpose. Assume, further, that an analysis of the community's Education Function shows, under the Management Component, a policy of the Board of Education to permit no non-school activities in the school plant. Further analysis may then indicate, as a solution, a federal program of financial aid which, together with state assistance under the Community Development Act, may permit the municipality to hire teachers in family health; and a need to change local policy in order to permit non-school use of school facilities so that space may be available for these classes.

Program for Preparation of a Community Development Action Plan

Undertaking of a Community Development Action Plan (CDAP) commences formally with the creation of a CDAP Agency by the Municipality in accordance with Section 8-207(c), Connecticut General Statutes as amended, and thereafter the submission of an application or Program for the Preparation of a Community Development Action Plan. The steps leading to its approval are basically these:

1. The Community Development Action Plan Agency meets with Department of Community Affairs District Director for the appropriate District for discussion and guidance in putting together the Program for Preparation; this is an important and required first step.

2. The CDAP Agency causes to be prepared the Program for Preparation of a Community Development Action Plan; consultation with District staff should be had at any point along the way so that the Program for Preparation, when submitted, may be in satisfactory and acceptable form with minimum or no changes needed.

3. The Municipal governing body, as defined in Chapter 133 of the Connecticut General Statutes as amended, approves the Program and authorizes the undertaking of a Community Development Action Plan.

4. Appropriation of funds needed for undertaking the Community Development Action Plan are approved by the appropriate municipal body.

5. Community Development Action Plan Agency submits the Program for Preparation of a Community Development Action Plan, including an application for financial assistance to help undertake a Community Development Action Plan to the Department of Community Affairs.

6. The Commissioner of Community Affairs reviewed the Program and Application and if it is in order, grants his approval.

A clear distinction must be made between the Community Development Action Plan and the Program for Preparation of a Community Development Action Plan. the former is the process itself described in the preceding section. The latter is the application which, when approved, authorizes the undertaking of the Community Development Action Plan and state financial assistance (up to 75% of the cost of the Community Development Action Plan). The Program for Preparation is not the Community Development Action Plan itself but is in effect a "work program" showing how the municipality proposes to accomplish the Community Development Action Plan within the two-year period. The municipality also, as part of the Program for Preparation, describes the general characteristics of the community, makes an initial identification of problems and needs, and gives assurance that the Community Development Action Plan will be undertaken and completed within a two-year period. Undoubtedly, more extensive than the usual application for financial assistance, the Program for Preparation sets the stage for the work which the municipality will undertake in more depth and detail during the Community Development Action Plan period. A subsequent Guideline describes in some detail the Program for Preparation. In outline its general content includes the following:

1. A narrative statement generally describing its physical, economic, human resource and administrative characteristics; identifying problems and needs of the municipality; and describing the resources of the municipal government or private local agencies to deal with such problems and needs.

2. A description of the municipal organization, staff, work program, timetable, and estimated cost for accomplishing the Community Development Action Plan described above.

3. Evidence of local governing body approval of the Program for Preparation of a Community Development Action Plan, including authorization to undertake the Community Development Action Plan and authority to spend local funds as necessary.

4. Composition of the CDAP agency created to accomplish the Community Development Action Plan.

5. Names of contractors or consultants who will assist in the preparation of the Plan.

The undertaking of a Community Development Action Plan is a prerequisite to the financial assistance of all programs by the Commissioner of Community Affairs. The completion of a Community Development Action Plan is not required for application or contract for any of the programs contained in the Community Development Act; but the municipality must be undertaking the Community Development Action Plan, must show satisfactory progress, and must complete the Plan within a two-year period in order to continue to be eligible for assistance under any of the other programs. Before the Department of Community Affairs can approve any application for financial assistance, the local CDAP agency must approve.

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CDAP Guideline No. 3: Municipal Functions in the Community Development Action Plan

The Community Development Action Plan provides an opportunity for a municipality to analyze twelve municipal functions (Education, Housing, Health, Recreation, Social Services, Economic Development, Public Utilities and Services, Public Safety, Transportation and Circulation, Cultural, Inter-personal Communication, General Municipal Government), in terms of four parts or components (Physical, Human Resource, Economic and Administrative). This analysis is intended to show present status, find needs and problems, and seek ways and means to meet these needs and problems on a unified and coordinated basis. Action to meet these will be scheduled through not less than a five-year period.

The Community Development Action Plan process is described in CDAP Guideline No. 2: Introduction to the Community Development Action Plan. This Guideline, No. 3, gives a description of each function in terms of its components, and is intended to serve as a guide to a municipality by indicating the kinds of things which may be investigated under each function.

By "function" is broadly meant those areas for which a municipality has a basic responsibility; "what a community does", "why a community is there". For example, a municipality provides Social Services; it has a responsibility to provide space or programs for shelter, for Housing; it, at least, provides an environment for Cultural activities and opportunities; it is charged with Public Safety; etc.

The Human Resource component relates to the human resources and population characteristics of each function: the people whom each Function serves, and the people who, conversely, serve or are needed to serve each Function.

The Physical component is concerned with the physical environment of the municipality, with its natural resources of land, water and air, and with their utilization and conservation, with the locations of the Functions within the municipality; with the general environmental design and appearance of the community

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The Economic component is concerned with, in part, the costs of each function, with its income production, and with benefits derived from each.

The Administrative component is intended to indicate how each of the Functions is carried on or accomplished, the agencies or organizations responsible, the status of and responsibility for the planning of each, financing mechanisms and abilities, the legal status and legislative basis of each.

The discussion of the functions which follows first defines and describes each function; and then discusses areas of concern within the function through the components, to help indicate the areas of municipal examinatinn and analysis, the kinds of data and information to be sought, and some of the types of problems and needs which may be examined.

Education Function

...Definition...

A basic function of a municipality is the provision of educational opportunity for each of its citizens. This should cover a broad range, including not only the usual first-grade thru-high-school curriculum, but, also, specialized education in various fields at various age levels, including adult education, pre-school vocational education, education "for fun," homemaker education, technical training, short-range training or courses to meet immediate situations, etc. Public, private, church, elementary, secondary, college, special facilities - all should be brought into play, to assure maximum (not minimum) educational opportunities for a community's people. All manner of resources are available for use: local boards of education, state board of education, federal programs, churches, private schools, colleges, community colleges, vocational schools, adult education programs, teacher training, teacher aides programs, extension service, etc.

...Areas of Concern...

Under the Physical component, which may also be "defined" as being concerned with "what it is" and "where it is," will be examined the physical elements related to Education: the school plant, numbers of buildings, sizes, numbers of rooms, school locations, relation of school locations and sizes to the school population, street access, land area, recreation and other facilities; public and private educational facilities; any facilities or institutions offering courses of instruction in any field (e.g., TV).

The Human Resource Component can also be defined partly in terms of "user oriented", "who it is". Examined will be the education population (both children and adults; "types", such as handicapped, etc.), numbers, ages, sexes, college-bound, drop-outs; the level of education of the community's population as a whole and by groups; needs of specialized groups for specific education such as Spanish-speaking population, low-income, pre-school, drop-outs, etc. This will identify the groups for whom specific educational needs and resources can be determined under the Administrative Component. Also examined will be those giving the education: public and private school teachers at various levels, availability of persons trained in specific fields, classroom ratios of teachers to pupils, availability and use of teacher aides, etc.

The Economic Component will seek to find the economic costs and benefits derived from the level of educational opportunities offered in the municipality. Here the intent should not be necessarily to find that education "pays for itself," but that educational opportunities may be available which can bring economic advantage to people needing it: i.e., educational opportunities which may make persons employable. The economic advantages of the presence of educational institutions should be looked at, including their contribution to the economic base, and their attraction to new industry. Salary levels of teachers should be examined.

Under the Administrative Component should be examined such matters as who offers education in the community; how are the educational institutions or facilities administered or managed; types of courses offered (academic, vocational, technical, adult, specialized, handicapped, etc.); flexibility and adaptability in public education policy so that needed courses may be set up quickly; public education policy toward non-educational use of physical facilities; types of education needed; public and private financial support of education.

Housing Function

...Definition...

This is the function which is concerned with the provision of shelter for the community's people. Particular emphasis will be placed on opportunities for pleasant and healthful housing for families of low and moderate income, and of all races and ethnic backgrounds. Home ownership, rental levels, available financing, housing conditions and locations, overcrowding, relationships to services, design, will, among other things, need to be investigated. Resources will include in addition to state and federal programs and agencies, banking institutions, home builders, housing authorities, development agencies, non-profit housing corporations, municipal building and housing code departments, etc.

...Area of Concern...

Through the Physical component the quantity and quality of housing, will be looked into. The types of shelter and number of units by families and individuals will be found: single-family homes, multi-family, apartments, mobile homes, public housing. Locations of residential areas will be shown by types and quality. Condition, quality and adequacy will be carefully investigated. Relations to transportation, employment, social institutions, shopping, recreation will be found.

The Human Resource component will be concerned with the people who use the housing: numbers, individuals, families and size, ages, income levels and economic groups, owners, renters, number of children, population density, ethnic groups and distributions.

The Economic component will also consider home ownership and rental, but with emphasis on the economic aspects. The question of economic return and cost of various types of housing - the query as to what housing "pays its way" - should be looked at. Rent levels and purchase costs are part of this component. The supply and suppliers of housing and the whole matter of housing costs will be examined.

Under the Administrative component will be investigated the question of how housing is supplied, who finances and how, the adequacy of existing public housing and the possible need for more and/or different kinds of public housing. New means of financing should be examined as a resource under this component.

Health Function

...Definition...

The physical and mental health of the community's people is the concern of this function. The need for accessibility of health facilities and services to all people in the community, of all income levels and racial backgrounds, will be of prime concern. The extent of preventive public health measures in sanitation and inspection of public facilities will be looked into. Public and private facilities and services of hospitals, convalescent homes, laboratories, clinics, etc., will be investigated. The adequacy of supply of medical professionals, including doctors, nurses, technicians, etc., will be judged. Resources will include local public health departments, schools, hospitals, Visiting Nurse Associations, etc.

...Areas of Concern...

As with the other Functions, the Physical component will be concerned with physical facilities, types and locations: numbers and sizes of hospitals, clinics, laboratories, medical and health research and teaching facilities and institutions, rest homes, convalescent homes; their locations in relation to the population served; regional considerations; types of facilities and regional interrelationships; ambulance facilities; transportation access to such facilities especially in emergencies (overlapping to a degree the Transportation and Circulation Function.)

The Human Resource component will relate to the people this Function serves and to the people who serve it: the total population, ages, handicapped, chronically infirm, locations, economic levels, health levels; the professional people and services needed and available; technicians and technical services needed and available. The needs and availability of professional and technical people and services will overlap with the Education Function as a need for training facilities may be developed.

The Economic component will include examinations of cost of medical services; ability to pay by the users; economic advantage to the municipality of the presence of good medical and health facilities, including contributions to the economic base of a relatively stable professional and technical work force; and the attraction to the industry or commerce of such facilities.

Within the Administrative component will be examined matters related to whom and how health and medical facilities are provided; accident prevention programs; health insurance programs available; comparative salaries of professional and technical personnel; preventive and sanitation measures carried on by the municipality; the public and private health services of all types.

Recreation Function

...Definition...

The Recreation function has to do with the opportunities which are provided in the municipality for the general leisure time and recreational activities of the population. It may include outdoor recreational opportunities, such as playground activities, swimming, tennis, boating, skiing, etc.; and may include various forms of indoor recreation, whether municipal or private/commercial, such as bowling, slot car racing, roller skating, swimming, dancing, etc. Adequacy of physical facilities (land, structures, location), equipment, etc., will be investigated. Availability of the recreational facilities and resources to various segments of the population will be looked at. Resources which can be investigated would include local park and recreation departments, national recreation associations, federal and state park and recreation agencies and programs.

While under the Physical component will be examined outdoor recreational facilities, indoor facilities of a commercial nature should not be neglected. Municipal or state recreational facilities and areas will be checked: playgrounds, parks, tennis courts, golf courses, pools, lakes, hiking trails, scenic areas, fishing areas, boating facilities, conservation areas. The availability of college or other institutional facilities which may be made available for public use should be looked into. But also there should be investigated the physical facilities of commercial recreation such as bowling, dancing, roller skating, skeet, par-three golf, etc. Relations of these physical facilities to the population, accessibility, availability to various income levels, working population (re industrial shifts, e.g.) availability to all ethnic groups. Quantitative and qualitative standards should be looked for, as will regional aspects of the location and types of recreational facilities.

The Human Resource component will, again, seek the people who use recreation and those who supply it. Population characteristics in relation to recreation needs and facilities will be examined by ages, sexes, ethnic groups (note here provisions for "ethnic" recreation such as jai alai, bocee, and soccer!), income levels, locations of and accessibility to all segments of the population. Who "supplies" the recreation will be investigated: the municipality, private institutions such as YMCA, churches, universities, BSA, the state, commercial operators whose interest may be primarily commercial but not less valid.

Under the Economic component will be analyzed, among other matters, the economic benefits of recreational facilities available within the municipality, the economic attraction of regularly or irregularly scheduled sports events such as football, soccer, baseball, regattas, etc.; and also the "costs" of such events and activities (do these attract crowds, e.g., to such an extent that the "cost" is greater than the "benefit" derived); the economic benefit derived from similar events nearby may be investigated, and "availability cost" for spectators may be sought (i.e., is it too expensive to reach?); the economic benefit to local stores including sports shops, of permanent recreation attractions such as skiing, water sports, etc., should be considered.

The _Administrative component_ will look into questions of how recreation opportunities are offered. Relations of quantity and quality of public and private recreation programs and facilities will be checked with the aim of ascertaining the adequacy and proper level of recreation for all segments and groups of people of the municipality. Among other matters there should be investigated whether full advantage is being taken of current state and federal recreation programs. Adequacy or existence of a municipal recreation department and staff sufficient to meet local needs should be looked at. Salaries, numbers of professional personnel, needs for summer aid, etc., are among the matters which can be questioned. The potential recreational use of non-recreational facilities should be looked for: e.g., the use of school yards as playgrounds after school hours.

Social Service Function

...Definition...

The social service function of the municipality includes the provision of services and programs aimed at those people and families in the community whose levels of income or education have restricted their ability to provide the basic necessities and essential services for themselves. Investigation will include the need for and availability of aid and services to individuals and families in financial need; those in need of consumer, domestic relations or legal counseling; those in need of finding employment. Preventive and rehabilitative services which can lead individuals and families to economic and personal independence will be looked into, as will services to the handicapped and to dependent children. Resources will range from public agencies and programs to private welfare groups, church programs, the courts, schools, service clubs, etc.

...Areas of Concern...

Under the Physical component will be investigated the physical plant from which or in which social services are offered. Investigation may start with the physical facilities of the municipal social services operation, but it must not exclude those of private agencies and the state itself if such services are offered in the municipality (or in the region or area). Answers should be sought to such questions as adequacy of physical quarters for welfare services, medical services, legal aid services, etc.; are such physical quarters located in proximity to each other so that people and families may find such services available on a "one-stop" basis; are the physical quarters conducive to the kinds of relationships necessary in such services; are the facilities located in the areas where the clients live; is necessary equipment readily available, etc.

The Human Resource component will, of course, be very heavily concerned with the people for whom the social services are intended and the people who are involved in giving these services. The composition of the population should be very carefully analyzed in regard to age groups, sexes and with particular emphasis on income groups and education levels. Ethnic composition will be examined. One aim of the analysis under this Component will be the identification of groups for whom social services need to be supplied. Identification of the needed services will also be made: social, medical, legal, family, etc. To some degree this will overlap the Administrative Component. Of importance will be an examination of those who provide the services: social workers, lawyers, doctors, medical technicians, guidance counselors, family counselors, etc. The availability of these people in public or private agencies, quantities, etc., will be looked at. The extent to which people living in the disadvantaged areas themselves are used in giving these services will be an important aspect of this. The use of volunteers as a resource should be looked at.

The Economic component will look into the costs of providing the social services: the actual dollar costs of providing these services via welfare department, CAP agencies, private agencies, United Fund, etc.; cost to the community arising from the necessity of providing the services can be examined; and an attempt to analyze benefits derived from these programs should be made, recognizing the difficulties involved. The optium use of financing programs from federal, state and private sources will be investigated.

The Administrative component will look at the organizational set-up thru which the social services are offered. This will include state and municipal agencies, local private agencies such as Catholic Charities, YMCA, YWCA, Legal Aid Society, United Fund, churches, Planned Parenthood, etc. Types of services should be looked at in conjunction with investigations under the Human Resource Component. Training opportunities for aides, volunteers, and other involvement of non-professionals, etc., should be examined. Cooperation between public and private agencies, and duplication of efforts or gaps will be an important element for investigation.

Economic Development Function

...Definition...

This concerns the way in which the municipality makes its living and spends its money. The economic base of the municipality will be determined and the various types of economic activity will be investigated, including for example, industrial, commercial, institutional, etc. Income levels will be investigated. The labor force will be examined with emphasis on employment levels, opportunities and needs; existing, potential or needed occupations and skills; wages; training; etc. State and federal financial assistance agencies and programs related to labor development and needs and to economic development should be considered as potential resources. Manpower training and other programs to create job opportunities will need to be considered.

...Areas of Concern...

With the ultimate aim of this Function being determination of the municipality's economic base and the appropriate means to enhance that base and municipality's economic position, contributions from the Physical component will have considerable impact on the economic base. The industrial plant, its make-up, location, size, adequacy, needs for physical expansion, and its in-puts to the economic base will be looked at. The commercial and institutional base of the municipality will be examined in similar terms and will include the position of the municipality as a commercial center offering retail, wholesale, and service facilities. The municipality, as a complete physical entity, should be examined to find its attractiveness to the location of new and continuation of existing economic enterprise and as a location for suppliers of goods and services. Classical locational theories can be utilized, but more important an appraisal should be made of the municipality's location and its own physical plant to determine its actual ability to support economic activity. Natural resources which can be exploited to the advantage of the community should be sought, and the contribution of agricultural activity should not be overlooked.

The Human Resource component will examine among other things the people who make up the labor force and the people who make up the market for the goods and services produced. Employment levels and opportunities, skills needed and skills available, will be looked at, as will training opportunities needed. Wages offered by industry and commerce and income levels of the population, and in comparison with nearby municipalities and others in the State will be examined.

Under the Economic component will be examined the economic base itself, with obvious overlap into other Components and other Functions. Here the intent will be to discover the sources of economic support of the municipality, their strengths, weaknesses and resources available or needed to strengthen the economic base. The municipality will be examined to discover its position as manufacturing center, retail center, "bedroom town", etc. Decisions should be sought as to the economic direction - goal - of the municipality in light of this.

An Administrative component will among other things look at the municipality's own administrative organization in the area of economic development. The existence or effectiveness of an economic development commission, Chamber of Commerce activity, local industrial foundation, etc., should be looked at. Zoning policies and tax structure should be examined. The municipality's policy toward industry and commerce should be sought or determined.

Public Utilities and Services Function

...Definition...

This function includes the basic municipal services carried on by government or private utility company to serve the basic needs of the population. Studied will be the adequacy of water and sewer services and lines, communications facilities, electric and gas facilities; municipal "housekeeping" services such as street-cleaning, refuse collection, street lighting, street paving and maintenance, etc. Resources to assist in meeting needs and problems will include, of course, the normal suppliers of utility services; pertinent state and federal agencies and programs; technical and advisory services from various public and private agencies.

The Physical component will seek to find the adequacy of public works or utilities services. The sewerage and water supply systems will be examined, including coverage, locations and adequacy of sewage treatment plants, water supply sources. Coverage by telephone, gas and electric systems will be looked at. Condition of streets and sidewalks, lighting and street furniture will be checked. Facilities for the disposal of solid wastes should be examined carefully. Types, amounts and adequacy of equipment should be looked at.

Under the Human Resource component again the relation of population characteristics to supply of these services should be investigated, as well as the locations of population concentrations. Adequacy of public personnel who supply or maintain these services, recruitment and training policies and practices should be looked at.

The Economic component should, as for other Functions, examine the costs of providing these services and seek methods for the reduction of costs without lessening the services. Here cooperative arrangements with other municipalities on a regional basis, use of modern technology (in waste disposal, e.g.) may profitably be examined. The possibility of employing unskilled or simi-s skilled persons from disadvantaged areas of the municipality should be looked at.

Under the Administrative component the overall organization for providing these services should be carefully investigated. The adequacy of provision of the municipal "housekeeping" operations, such as street-cleaning, refuse collection, snow removal, etc., will be examined, expecially as it pertains to disadvantaged and ghetto areas, with consideration given to methods and scheduling. Ways and means of improving efficiency of these services should be sought.

Public Protection Function

...Definition...

A major function of a municipality is to assure the protection and safety of its people. Included for investigation will be facilities and programs in fire prevention, police protection, crime prevention, traffic control, rules and regulations and ordinances concerning building codes, safety codes, organizational setup related to safety of structures, etc. Among resources available will be, of course, police and fire departments, safety organizations, civil defense agencies, etc.

...Areas of Concern...

Under the Physical component will be examined all the physical plants and elements which pertain to the public safety: numbers, sizes, locations, and adequacy of police and fire stations, adequate coverage of areas; training facilities; number, types, adequacy and modernity of equipment including vehicles, firearms, hose, etc. Adequacy of ambulance service and emergency services should be looked at. Traffic control systems and devices, warning systems and problems and needs related to accessibility (streets, etc.), availability of water for fire fighting will be considered. Types and densities of structures will be taken into account.

Under the Human Resource component findings will be sought as to numbers and adequacy of training public safety personnel: policemen, firemen, traffic controllers, school crossing guards, "meter maids", etc. Ability to offer adequate coverage of the municipality will be taken into account. The population and its characteristics, by areas, will be related to both public safety personnel and elements of the Physical Component. Training needs will be examined. Possibilities of enlisting residents of disadvantaged areas in patrol duties, (white helmets, patrols, e.g.) should be investigated.

The Economic component will look at the cost of providing adequate public safety. Ways of reducing costs without lessening service should be sought, such as cooperative purchase of equipment on a regional basis, etc. The relation of adequate protection to insurance coverage and rates can be looked into.

Several matters can be probed under the Administrative component. Crime rates, incidence of fires, and traffic safety records should be examined, as should the adequacy of preventive and safety programs. The entire organizational setup for police, fire, and safety should be carefully investigated, and its cooperative relationship with Civil Defense, state police, National Guard, and organizations in nearby municipalities. Inspection systems and methods and schedules should be looked at. Such matters as employment policies, ratio of police officer per cruiser, should be sought. The seeking of advice of residents of ghetto areas should be considered. The general ability of the public safety organization to respond quickly and effectively to emergencies, including civil disturbance, should be carefully examined.

Transportation and Circulation Function

...Definition...

This function treats with the mobility of the people and goods of the community, with the opportunities of people to move freely on foot or by vehicle, from homes to places of work, to shopping areas, to recreation, to other homes, etc. The full range of transportation media within the community, entering and leaving, and available to the community will be looked into. Movement of traffic; parking of vehicles, truck, bus, railroad, air facilities and needs; capacities of streets; these among other matters must be taken into account. Particular emphasis should be given to the ability of persons with low income to find dependable transportation which they can afford, so that employment and social opportunities can be used in fact. Resources will include municipal street departments, state and federal highway agencies and programs, bus companies, railroad and air transportation companies, etc.

...Areas of Concern...

The entire physical network of transportation and circulation will be carefully investigated under the Physical component. The street system itself, capacity and design, will be examined, as will the need for added elements, redesign, relocations, or rearrangements. Present and future traffic patterns will be taken into account. Interlinking with the Public Safety Function will be design considerations affording maximum vehicular safety and free passage of emergency vehicles. The sidewalk and walkway system for pedestrian movement should be examined. Quantitative and locational terminal facilities for trucking and parking will be looked at. Air, rail and water transportation facilities and needs should be checked. Public transportation systems and facilities and terminals will need to be investigated carefully, with particular regard to accessibility to persons and families in low income groups and areas. The re-creation aspects of transportation and circulation should also be considered with the aim of providing, e.g., bicycle ways and trails for riding and hiking. New transportation and circulation systems and methods should be sought.

The Human Resource component will relate, in all facets, the transportation and circulation system to the people of the community, with the basic purpose of providing systems which allow maximum mobility of people within the municipality and to points outside the municipality. With this end in mind, the population characteristics and the locations of population concentrations will be important. The possibility of relating a local public bus system to school busing should be considered. The needs of numbers of people at various times of the day will need consideration to allow appropriate scheduling for peak loads. The people who man the transportation system will need to be analyzed in terms of availability. The circulation needs of the people should be examined.

Within the Economic component will be examined the present and future effect on and contribution to the economic base of all elements of the transportation system. The efficient location and operation of transportation terminals, street systems, etc., should be examined in this context. Numbers of people employed and the role that transportation plays as an element of the local economy should be looked at. The cost of transportation will need examination.

The management of the total transportation system should be examined under the Administrative component. Public vs. private ownership should be looked at. The intent should be to arrive at the most effective management of the transportation system for the common good. Rate structures may be examined. New organizational structures and systems should be sought.

Cultural Function

...Definition...

The cultural function includes the availability of opportunities, over and beyond those normally considered under education, for enrichment of personality and mind. Programs, activities and facilities for the dramatic and visual arts, for music, museums, libraries, etc., will be looked into. The cultural and esthetic environment and the general liveability of the community will be considered. Resources will include a wide variety of private groups, public agencies, university facilities and programs, etc.

...Areas of Concern...

The Physical component will examine the physical facilities available or needed for the carrying on of cultural activities: auditoriums, theatres, libraries, concert halls, museums, nature sanctuaries, etc. Numbers and varieties of these and other facilities, locations in relation to population, will be studied. While regional requirements and resources will be especially important in this Function, considerations should also be given to neighborhood facilities, including, for example, facilities for opportunities in learning crafts and arts such as pottery, painting, music, drama, etc. The use of existing educational facilities for off-hour use should be explored.

The"market" for cultural activities will be thoroughly examined under the Human Resourcecomponent, that is, the people for whom cultural activities in one form or another should be available. The characteristics of the population will be especially important since opportunities for cultural activities should range through all ages, sexes, incomes, education levels, etc. The availability of the people who supply the "market" should also be closely investigated. Here exists many opportunities for utilization not only of professionals in the arts and crafts but even more in the area of volunteers in these skills. As in the Social Service Function, and other Functions, too, the involvement of non-professionals should be sought. The personnel of public and private educational institutions, museums, drama groups, etc., should be sought.

Again, under the Economic component the public costs of providing these cultural opportunities should be examined. The direct economic or income benefits will be difficult to measure at best, but the existence or need for art shops, music stores, crafts suppliers, etc., may give some measure. While suppliers of instruments and music to public school band programs are not usually local in nature, this operation might be explored for clues to opportunities in arts, crafts, and other cultural activities.

Although, the organizational set-up for provision of cultural activities and opportunities in a municipality may be somewhat less "officially" structured than that of other Functions, the Administrative component should identify the elements which offer these. These will include private institutions, universities, public schools, more or less informal groups, clubs, guilds and associations, YMCAs, YWCAs, historical societies, etc. Municipal support of cultural activities through fine arts commissions, historical commission, municipal auditoriums, etc., should be looked at.

Inter-personal Communication Function

. . .Definition. . .

By "inter-personal communication" we mean the ability of individuals and groups within a community, municipality, block, etc., to talk to and with each other without fear or suspicion and to exchange viewpoints and ideas on community conditions, housing, personal problems and needs, feelings towards others, family problems and needs, abilities, attitudes toward government, etc. Perhaps not normally considered a municipal function, communication between members of a community becomes increasingly important: communication between individuals in their daily work, between the advantaged and the disadvantaged, between groups, between municipal officials and the people of the community. This function is concerned with what the community does to keep itself informed, how its people make known their wants and needs, how public and private agencies make known their services and their ability to help. Normal communications media of radio, newspaper, television, etc., will need to be considered, but also new and effective ways of more direct and personal communicating will need examination. New resources will need to be created.

. . .Areas of Concern. . .

The Physical component will probably be more difficult to analyze at the beginning because the nature of this Function is less physical than other Functions. However, as part of this Component the municipality can be analyzed to discover the best size areas within which the most effective inter-personal communications can be carried on. The need for meeting places can be determined and transportation problems can be locked into. Physical facilities of mass communication should be examined: radio, TV, newspapers, newsletter, etc.

The Human Resource component will consider the people involved in interpersonal communications: i.e., all the people of the community, both as communicators and as recipients. Analysis should be made of the types of groups, ages, locations, ethnic backgrounds, literacy and educational levels, which will assist in determining needs for and methods of communications.

The Economic component can investigate the effect on the local economy of barriers to good communication, such as inability to find or fill jobs because of language barriers or illiteracy; or such as suspicions of local employers concerning the employability of members of minority groups or handicapped persons; etc.

Through the Administrative component the organizational set-up and possibilities for communication between people and groups and areas will be looked into. Existing organizations and groups, both public and private, will be sought, including the usual civic groups, churches, etc. The possibilities of establishing informal groups within areas will be looked at, and matters of liaison with official bodies will be checked. The use of training laboratories in community and human relations should be investigated. Effective and respected local leadership will be sought. The use of the media of mass communication will be investigated.

General Municipal Government Function

. . .Definition. . .

While the preceeding functions are heavily slanted toward the public sector and their administration as public functions, each has in varying degrees already operating or functioning private resources. In addition, while each function includes an analysis of the administrative or management aspect of that function from which problems, needs and resources of an administrative nature can be derived, none treats directly with the overall administration of the municipality itself. Therefore it is appropriate that municipal administration itself be considered as a function of the municipality and its adequacy, problems, needs and resources be treated as an entity. Its analysis will treat of those aspects of municipal administration and management not covered under other functions. The analysis of its entirety will, however, include all those other administrative elements.

. . .Areas of Concern. . .

The Physical component will cover examinations of the physical plant devoted to general administration, primarily those elements of general government which may generally, though not always, be housed in a city hall or town hall. This will include, e.g., mayor's office, assessor's office, tax office, selectman's or town manager's office, town or city clerk, finance office, planning office, and similar general municipal operations. Their proximity to each other and to the convenient access of the citizens of the municipality should be considered. The use of up-to-date equipment, adequacy of space for offices, etc., will be examined.

The Human Resource component should take into account the general population of the municipality which the general administration is serving with accessibility to all segments as a prime goal. The people who offer these administrative services will be considered with the aim here of assuring that professional services are given.

Under the Economic function will be sought costs of and economies in general administration. Joint sharing of certain functions on an inter-town or regional basis might be considered. The attraction of a municipality known for economy and efficiency to income-producing enterprises contributing to the economic base should be taken into account.

While the "administration of administration" may at first glance appear an anomaly, appropriate application of the Administrative component of this function may uncover a multitude of sins. Here may be examined tax and assessment policies and practices; use of administrative tools such as the C.I.P.; comprehensive planning; zoning policies and practices; codes and their enforcement; overall employment and recruitment practices for municipal personnel It may be appropriate to examine the overall organization and administration of the municipality to discover strengths and weaknesses. Perhaps even the legal foundation of the municipal organization may be appropriate to examine.

ED034144

STATE OF CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS
POST OFFICE BOX 786
1179 MAIN STREET HARTFORD, CONNECTICUT 06101

September 16, 1968

CDAP GUIDELINE NO. 4

SUBJECT: CDAP Application Procedures Revisions

This Guideline No. 4 presents redesigned and revised procedures and format for CDAP applications. A CDAP Manual in preparation will describe in much greater detail these procedures and the format, and will, in addition, describe the basic concept, the process, and all other aspects of the CDAP as well. Thus, this Guideline is intended as an introductory and initial guide to the CDAP application procedures, pending the issuance of a Manual. While the application procedures have been revised, the basic CDAP process remains the same: The twelve Functions and four Components will be examined, interrelationships sought, and the final CDAP show the results similarly.

Three major revisions in content have been made. First, the extensive Narrative Description of the twelve Functions and four Components have been eliminated. Instead, the municipality will, using the new Form CDAP-2, give a description of its general characteristics and list known and potential needs in the twelve functional areas. This description will be expected to be sufficiently comprehensive so that a clear overview of the municipality may be obtained from it.

Second, the Work Program Elements have been rearranged to provide a more chronological and logical sequence to the undertaking of the CDAP process. While the comprehensive plan Work Element remains in its present position as a separate element, certain of the Work Elements have been combined. Work Element 3 now includes both the survey and inventory of needs and problems and the five-year projections of these needs and problems. Work Element 4 includes both an analysis of ways and means and also an analysis of sources of financial and technical assistance. Utilizing this rearranged Work Program, the municipality will first establish goals and objectives; second, survey, inventory and analyze its needs and problems and project these needs and problems, without regard to priorities, over a five-year period; third, analyze and evaluate the ways to meet these needs and problems, including financial and technical assistance which may be necessary; four, set up priorities of activities to meet these needs and problems; and, five, establish the Community Development Action Plan itself. There will, of course, be some overlap between certain of these Work Elements and the municipality will necessarily, as the CDAP process progresses, work back and forth through some of these Work Elements in order to arrive at a scheduling of priorities and the CDAP itself.

Third, the municipality will now undertake, as part of the twenty-two month CDAP period, a four-month Program Design Stage during which it will detail the work to be done following the first six months, determine methodology, detail citizen participation mechanisms and, generally, provide the information which has heretofore been required as part of the application.

In terms of the general format of the CDAP application, a more clear-cut system of forms will be used. Older form numbers have not been changed but new ones have been added. The forms include:

AC 006 111

CDAP-1: Application Form
CDAP-2: Narrative Description
CDAP-3A: Initial Work Program
CDAP-3: Final Work Program
CDAP-4: CDAP Budget
CDAP-5: CDAP Financing Plan
CDAP-6: Form of Resolution
CDAP-7: Other Programs

These forms are to be used as designed, but if additional sheets are needed these will be attached giving the appropriate form number of each. Forms CDAP-3 and CDAP-7 are attached with these forms, however, they will not be submitted with the application but will be submitted by the end of the four-month Program Design Stage.

These procedures are effective the date of this Guideline. Municipalities are expected to use these new procedures and format. If a municipality has progressed so far in its application preparation that it would work a hardship of any kind to use the new procedures and format, it may continue its preparation and submit its application in accordance with the older procedures and forms on the advice of the appropriate District Director.

Instructions

1. All inquiries concerning a CDAP application are to be directed to the appropriate District Director.

2. Each application will be submitted to the appropriate District Director in an original and three copies.

3. It is recommended in each case that a draft of the application be submitted to the appropriate District Director for review prior to official approval of the local governing body or legislature.

4. CDAP and DCA Forms are to be used. All pages will be identified by consecutive page numbers and by the Form number. More pages may be used, if necessary, but these also are to be identified by consecutive page numbers and by the Form number.

5. All pages are to be 8½" by 11" in size.

6. DCA staff members will review each application, and changes, as may be necessary, will be transmitted to the appropriate local official in each case following such review.

ED034144

COMMUNITY DEVELOPMENT ACT

AND
RELATED LEGISLATION

CONNECTICUT DEPARTMENT OF
COMMUNITY AFFAIRS

HARTFORD, CONNECTICUT

AC006118

PUBLIC ACT NO. 522

AN ACT CONCERNING COMMUNITY DEVELOPMENT.

Be it enacted by the Senate and House of Representatives in General Assembly convened:

SECTION 1. It is found and declared that improvement of the conditions and quality of urban life is one of the most serious responsibilities facing this state. The persistence of slums and blight; the critical need for additional and improved housing and community facilities and services arising from rapid expansion of the state's urban population; the inadequacy of sites for industrial and commercial growth; the concentration of persons of low income in the older urban areas of the state; the persistence of poverty, unemployment, underemployment, educational deprivation, crime and delinquency, and physical and mental illness; all these have resulted in a marked deterioration of the quality of the environment and the lives of large numbers of Connecticut citizens, while the state as a whole prospers. It is further found and declared that the municipalities of this state do not have adequate resources to deal effectively with these physical, economic, and human resource problems and that financial and technical assistance by the state, in addition to that now authorized, and the granting of new powers and authority to municipalities, are essential to enable the municipalities to plan, develop and conduct physical, economic and human resource programs for effective community development. It is further found and declared that the accomplishment of these objectives requires effective concentration and coordination of federal, state, regional and local public and private efforts and resources and that such concentration and coordination of efforts can best be achieved through the creation of a department of community affairs.

SEC. 2. As used in this act: (a) "Commissioner" means the commissioner of community affairs;

(b) "human resources development agency" means a human resources development agency as defined in section 26 of this act;

(c) "housing solely for low or moderate-income persons or families" means housing, the construction or rehabilitation of which is aided or assisted in any way by any federal or state statute, which housing is subject to regulation or supervision of rents, charges or sale prices and methods of operation by a governmental agency under a regulatory agreement or other instrument which restricts occupancy of such housing to persons or families whose incomes do not exceed prescribed limits;

(d) "municipality" means town, city or borough;

(e) "governing body" means, for towns having a town council, the council; for other towns, the selectmen; for cities, the common council or other similar body of officials; and for boroughs, the warden and burgesses.

SEC. 3. There shall be a department of community affairs which shall be under the direction and supervision of a commissioner of community affairs who shall be appointed by the governor in accordance with the provisions of sections 4-5 to 4-8, inclusive, of the general statutes.

Sec. 4. Section 4-5 of the general statutes is repealed and the following is substituted in lieu thereof: As used in sections 4-6 to 4-8, inclusive, the term "department head" means the commissioner of finance and control, commissioner of motor vehicles, banking commissioner, welfare commissioner, insurance commissioner, commissioner of health, public works commissioner, commissioner of agriculture and natural resources, tax commissioner, highway commissioner, commissioner of consumer protection, labor commissioner, **[and]** commissioner of mental health *and commissioner of community affairs.*

Sec. 5. There shall be an advisory council on community affairs which shall consist of the commissioner of community affairs as chairman, ex officio, and ten other members appointed by the governor as follows: (a) One member shall be the mayor or first selectman of a municipality of this state having a population of less than forty thousand inhabitants at the time of his appointment; (b) one member shall be the mayor or first selectman of a municipality of this state having a population of at least forty thousand but less than one hundred thousand inhabitants at the time of his appointment; (c) one member shall be the mayor or first selectman of a municipality of this state having a population of at least one hundred thousand inhabitants at the time of his appointment; (d) one member shall be a member of the board of directors of a human resource development agency; (e) one member shall be a member of a municipal planning commission; (f) one member shall be a member of a redevelopment agency; (g) one member shall be a member of a municipal housing authority; and (h) three members shall be appointed at large from among the electors of this state. Of the members first to be appointed, three shall be appointed for terms of one year each, three for terms of two years each and four for terms of three years each. The successors of the members first appointed shall be appointed for four-year terms. Vacancies other than by expiration of terms shall be filled by appointment of the governor for the unexpired term. All members of the council shall serve without compensation, except for reimbursement for their necessary expenses incurred in the performance of their duties as such.

Sec. 6. The advisory council of community affairs shall consult with and advise the commissioner with respect to the affairs and problems of local government and other problems within the jurisdictional concern of the department, and shall conduct such studies of specific community problems as may be referred to the council by the governor, the general assembly or the commissioner. The council shall meet at least semiannually at the call of the commissioner and at such other times as the council shall determine. The department shall furnish such equipment and staff as is necessary to implement the work of the council.

Sec. 7. (a) The commissioner shall (1) administer and direct the operations of the department of community affairs; (2) report annually to the governor, as provided in section 4-60 of the general statutes, and biennially to the general assembly concerning the operations of the department; (3) advise and inform municipal officials, housing authorities, and officials of human resource development agencies about housing, redevelopment and renewal, human resource development programs, industrial and commercial development, municipal public improvement programs, municipal planning and zoning, transportation and traffic and other municipal and urban problems and shall collect and disseminate information pertaining thereto, including information about federal, state and private assistance programs and services pertaining thereto; (4) inquire into the utilization of state government resources and coordinate federal and state activities for assistance in and solution of problems of municipal government, housing, redevelopment and urban renewal, human resource development, industrial and commercial development, municipal public improvement, municipal planning and zoning, transportation and traffic and other municipal and urban problems and shall inform and advise the governor about and propose legislation concerning such problems; (5) conduct, encourage and maintain research and studies relating to housing, redevelopment and urban renewal, human resource development, industrial and commercial development, municipal public improvement, municipal planning and zoning, transportation and traffic and other municipal and urban problems; (6) prepare and review model ordinances and charters relating to these areas, and prepare and review model comprehensive human resource development programs; (7) maintain an inventory of data and information and act as a clearing house and referral agency for information on state and federal programs and services relative to municipal and urban problems; (8) conduct, encourage and maintain research and studies and advise municipal officials and officials of human resource development agencies about forms of intergovernmental cooperation and cooperation between public and private agencies designed to advance programs of housing, redevelopment and urban renewal, human resource development, industrial and commercial development, municipal public improvement, municipal planning and zoning, transportation and traffic; (9) promote and assist the formation of municipal planning, zoning and redevelopment agencies or commissions, human resource development agencies, housing authorities, and other agencies appropriate to the purposes of this act. The commissioner may (10) prepare or cooperate with other state agencies in the preparation of a state-wide plan or plans relating to housing, redevelopment and urban renewal, human resources development, municipal planning and zoning, transportation and traffic and other appropriate matters relating to the purposes of this act; (11) require notice of the submission of all applications by municipalities, any agency thereof, housing authorities and human resource development agencies, for federal and state financial assistance to carry out open space land projects or for the planning or construction of housing, hospitals, airports, libraries, water supply and distribution facilities, sewerage facilities and waste treatment works, highways, transportation facilities, and water development and conservation projects, urban renewal, code enforcement, relocation, demolition, neighborhood facilities, urban beautification, human resource development, and such other programs as relate to the purposes of this act; (12) determine the qualifications of personnel or consultants to be engaged in connection with the provision of any state assistance or administration provided in this act.

(b) The commissioner of community affairs may make available technical and financial assistance and advisory services to any municipal planning, zoning or redevelopment agency or commission, housing authority, human resource development agency, or other appropriate agency, for surveys, land use studies, municipal plans of development, urban renewal plans, housing plans, housing site development plans, human resource development programs, community development action plans, and for other functions pertinent to municipal planning, zoning, redevelopment, urban renewal, the provision of adequate housing, human resource development, industrial and commercial development, municipal public improvement programs, transportation and traffic and other urban and municipal problems. Such financial assistance shall be rendered upon such contractual arrangements as may be agreed upon by the commissioner and any such agency, authority or commission in accordance with their respective needs, and the commissioner may determine the qualifications of personnel or consultants to be engaged for such assistance.

(c) The commissioner is authorized to do all things necessary to apply for, qualify for, and accept any federal funds made available or allotted under any federal act for planning, urban renewal or redevelopment, housing, human resource development, demonstration projects, or any other projects, programs or activities which may be established by federal law, for any of the purposes, or activities related thereto, of this act, and said commissioner shall administer any such funds allotted to the department in accordance with federal law. The commissioner may enter into contracts with the federal government concerning the use and repayment of such funds under any such federal act, the prosecution of the work under any such contract and the establishment of and disbursement from a separate account in which federal and state funds estimated to be required for plan preparation or other eligible activities under such federal act shall be kept. Said account shall not be a part of the general fund of the state or any subdivision of the state.

(d) The powers and duties enumerated hereinabove shall be in addition to and shall not limit any other powers or duties of the commissioner contained in any other law.

Sec. 8. (a) In accordance with the provisions of section 4-38 of the general statutes, all powers and duties delegated to the public works commissioner under the provisions of chapters 128, 129 and 130 of the general statutes, as amended, shall be transferred to the commissioner of community affairs, and where the words "public works commissioner" are used in said chapters, the words "commissioner of community affairs" shall be substituted in lieu thereof.

(b) In accordance with the provisions of said section 4-38, all powers and duties delegated to the Connecticut development commission under the provisions of sections 8-124 to 8-162, inclusive, and chapter 131 of the general statutes, as amended, shall be transferred to the commissioner of community affairs, and where the words "Connecticut development commission" are used in said sections and chapters, the words "commissioner of community affairs" shall be substituted in lieu thereof.

(c) In accordance with the provisions of section 4-38 of the general statutes, all powers and duties heretofore delegated to the state office of economic opportunity shall be transferred to the commissioner of community affairs, and wherever the term "director of the state office of economic opportunity" is used it shall mean the commissioner.

(d) Unless specifically otherwise provided in this act, whenever, pursuant to law in effect prior to the effective date of this act, reports, certifications, applications or requests were required or permitted to be made to the department, department head, board, division, commission, office or officer, whose powers and duties are assigned or transferred by this act, such reports and certifications shall be filed with, and such applications or requests shall be made to, the department, department head, officer or agency to which such assignment or transfer has been made hereunder.

(e) Whenever the term "Connecticut development commission" occurs or any reference is made thereto in any regulation, contract or document concerning housing, redevelopment, urban renewal, industrial or research development projects under chapter 131 of the general statutes or urban planning grants at the municipal level of government, it shall be deemed to mean or refer to the commissioner of community affairs.

(f) Whenever the term "public works commissioner" occurs or any reference is made thereto in any regulation, contract or document concerning housing adopted or entered into under chapters 128, 129 and 130 of the general statutes, as amended, it shall be deemed to mean or refer to the commissioner of community affairs.

SEC. 9. (a) Any municipality may prepare a community development action plan which shall, to the extent feasible and appropriate, include the elements of a plan of development as described in section 8-23 of the general statutes, and which (1) shall include but not be limited to a survey and inventory of such municipality's physical, economic and human resource needs, an analysis and evaluation of ways and means to meet such needs, a scheduling of priorities for physical, economic and human resource development activities, and an analysis of all sources of financial and technical assistance to permit such activities to be undertaken in accordance with such priority schedule; (2) shall project physical, economic and human resource needs for not less than a five-year period; (3) shall be reviewed and revised as necessary, at not less than two-year intervals; and (4) shall establish a coordinated program of community development action aimed at meeting the physical, economic and human resource needs and problems of such municipality for such period, based on such surveys, inventories, analyses, evaluations, schedules and projections. A community development action plan shall be submitted to the regional planning agency, if any exists, for the planning region in which a municipality preparing such plan is situated. Said regional planning agency shall render an advisory opinion on such plan within sixty days of the referral of such plan and shall provide written copies of such opinion to the referring municipality and the commissioner. A municipality shall submit its community development action plan to the commissioner for approval.

(b) In order to receive state financial assistance under any provisions of this act except sections 25(a), 25(c) and 25(d), a municipality shall prepare a community development action plan, except as otherwise provided herein. The first application from any municipality for state financial assistance provided under this act shall include a program for the preparation of a community development action plan. Such program shall include, among other things, (1) a general description of the physical, economic and human resource characteristics of the municipality, including the known physical, economic and human resource, problems and needs of the municipality, and identifying potential physical, economic and human resource needs and problems; (2) a schedule of work to be undertaken to assure the timely preparation of the community development action plan within the initial two-year period; (3) a description of the means by which such municipality proposes to complete the community development action plan, including, but not limited to, the name of the official, board, commission, or agency designated to undertake the completion of the community development action plan and the names of independent contractors, if any, who have been or may be engaged to assist it in such preparation, or a request to the commissioner of community affairs for such assistance. Such program shall be approved, and the undertaking of the community development action plan authorized, by the governing body of the municipality prior to the submission of the program to the commissioner for his approval. Progress reports on the preparation of the community development action plan shall be submitted to the commissioner at intervals of not less than six months commencing from the date of approval of the first application for state assistance under this act. The community development action plan shall be submitted to the commissioner for his approval within twenty-four months after the date of approval of such first application. If such community development action plan is not prepared by the municipality and approved by the commissioner within twenty-four months after the date of approval of such first application, or the municipality does not show progress in the preparation of such community development action plan satisfactory to the commissioner within twelve months after such date, the state shall thereafter make no further payments of grants-in-aid or advances-in-aid of any program, project or activities in such municipality pursuant to the provisions of this act until such progress is shown or such plan is prepared by the municipality and approved by the commissioner; provided the commissioner may grant a municipality an extension of time for preparing and securing his approval of such plan when the commissioner determines such extension to be in the best interest of the state and of the people of such municipality. The requirements of this subsection shall not be applicable, for a period of two years from the effective date of this act, to (i) an application for or contract providing state financial assistance to a redevelopment or urban renewal project under section 10(a) of this act if an application for an advance for surveys and planning for such project area have been submitted to the Federal Department of Housing and Urban Development prior to the effective date of this act; (ii) an application for or contract providing state financial assistance to a human resource development program, project or activity under sections 26 and 27 of this act if the applying or contracting human resource development agency is in existence on the effective date of this act; or (iii) an application for or contract providing relief from repayments by or state financial assistance to a housing authority under section 22 of this act if the applying or contracting housing authority is in existence on the effective date of this act.

SEC. 10. (a) The state, acting by and in the discretion of the commissioner, may enter into a contract with a municipality, acting by its redevelopment agency, for state financial assistance for a redevelopment or urban renewal project under chapter 130 of the general statutes, as amended, in any redevelopment or urban renewal area in such municipality, as defined in said chapter 130; provided such project shall have been approved for surveys and plans by the federal department of housing and urban development under the federal Housing Act of 1949, as amended. Such contract shall provide for financial assistance by the state in the form of a state grant-in-aid equal to one-half of the amount by which the net cost of the project, as determined by the commissioner, exceeds the federal grant-in-aid thereof. Contracts for state financial assistance for urban renewal or redevelopment projects executed under the provisions of said chapter 130 prior to the effective date of this act, or contracts executed subsequent thereto for which reservations of state funds were approved by the Connecticut development commission prior to the effective date of this act, may be amended or executed under the provisions of said chapter 130 and administrative procedures established thereunder, provided, if such amendment is for the purpose of providing additional state financial assistance due to an increase in the net cost of the project, as determined by the commissioner, such additional state financial assistance shall be made available from funds previously authorized for redevelopment or urban renewal programs or authorized for the purposes of this act.

(b) All state financial assistance authorized by sections 8-154a to 8-154c, inclusive, of the general statutes, shall, on the effective date of this act, become state grants-in-aid and no state financial assistance authorized by said sections and paid to municipalities for the purposes specified therein on account of any contract for state financial assistance in accordance therewith, shall be repaid to the state in whole or in part but shall become a state grant-in-aid in accordance with this section. Wherever the term "advance-in-aid" appears in said sections 8-154a to 8-154c, inclusive, the term "grant-in-aid" shall be substituted in lieu thereof.

SEC. 11. The state, acting by and in the discretion of the commissioner, may enter into a contract with a municipality for state financial assistance for housing code enforcement programs in the form of a state grant-in-aid equal to (1) two-thirds of the cost of the program, as approved by the commissioner, for two years after execution of the state assistance agreement, and thereafter one-half of such cost; or (2) where the program is a concentrated code enforcement program undertaken under the federal Housing Act of 1949, as amended, one-half of the amount by which the cost of the program, as approved by the commissioner, exceeds the federal grant-in-aid thereof. To facilitate the effective enforcement of housing codes throughout the state, the commissioner may prepare a model state housing code. Any municipality may adopt such code by ordinance.

SEC. 12. (a) The state, acting by and in the discretion of the commissioner, may enter into a contract with a municipality for state financial assistance for the demolition of unsafe structures which under state or local law have been determined to be structurally unsound or unfit for human habitation and which such municipality has authority to demolish. Such contract shall provide state financial assistance in the form of a state grant-in-aid equal to (1) two-thirds of the net cost of the demolition as approved by the commissioner or (2), where the demolition is financed under the federal Housing Act of 1949, as amended, one-half of the amount by which the net cost of the demolition, as approved by the commissioner, exceeds the federal grant-in-aid thereof.

(b) The state, acting by and in the discretion of the commissioner, may enter into a contract with a municipality for state financial assistance for programs of urban beautification; provided such program shall have been approved by the federal department of housing and urban development under the federal Housing and Urban Development Act of 1965, as amended. Such contract shall provide for state financial assistance in the form of a state grant-in-aid equal to one-half of the amount by which the net cost of the program as approved by the commissioner exceeds the federal grant-in-aid thereof.

SEC. 13. The state, acting by and in the discretion of the commissioner, may enter into a contract with a municipality for state financial assistance in developing neighborhood facilities for carrying out programs of health, recreational, social or similar community services; provided such project shall have been approved by the federal department of housing and urban development under the federal Housing and Urban Development Act of 1965, as amended. Such contract shall provide for state financial assistance in the form of a state grant-in-aid equal to one-half of the amount by which the net cost of the project as approved by the commissioner exceeds the federal grant-in-aid thereof.

SEC. 14. For the purposes of this section and section 15 of this act, "harbor improvement agency" means any board, commission, agency or department of any municipality designated by the chief executive officer of such municipality and approved by the governing body thereof for the purpose of carrying out a harbor improvement project under this section. Any municipality may undertake a harbor improvement project, including the development, improvement, construction and installation of berthing areas, channels to berthing areas, sea walls, piers, docks, navigation aids, bridges and other related facilities and structures, pursuant to a harbor improvement plan. The harbor improvement agency may prepare or cause to be prepared a harbor improvement plan, and may approve such plan after (1) obtaining the approval of the planning agency of the municipality and (2) holding a public hearing thereon, notice of which shall be published at least twice in a newspaper of general circulation in the municipality, the first publication of notice to be not less than two weeks before the date of the public hearing. Such harbor improvement plan shall include: (a) A description of the harbor improvement area and the condition, type and use of the structures and facilities therein; (b) the location and extent of the proposed land uses and harbor uses in such area; (c) the location and extent of streets and public utilities, facilities and works within the area; (d) schedules showing the number of families and businesses to be displaced by the proposed improvement, the method of relocating such families and businesses and the availability of sufficient suitable living accommodations at prices and rentals within the financial means of such families and located within a reasonable distance of the area from which they are displaced; (e) present and proposed zoning regulations in the harbor improvement area; (f) a description of all land to be acquired and buildings and improvements to be demolished and removed or rehabilitated; (g) a description of all improvements to be constructed, installed or made; (h) the plan's relationship to definite local objectives; (i) financial aspects of the project, and (j) a ratio of the costs of the project to the benefits to be derived therefrom. After approval of the harbor improvement plan by the harbor improvement agency, the plan shall be submitted to the water resources commission and, if approved by said commission, may be adopted by the governing body of the municipality. A harbor development plan may be modified at any time by a harbor improvement agency, provided such modification is consented to in writing by each purchaser or lessee of land in the harbor improvement project affected by such modification, and such modification does not substantially change the plan; otherwise any modification to such plan shall be approved in the same manner as the plan. Any municipality and its harbor improvement agency may exercise, for the purposes of undertaking a harbor improvement project, all the powers and authority granted to a municipality and to a redevelopment agency for the purposes of a redevelopment or urban renewal project pursuant to chapter 130 of the general statutes.

Sec. 15. The state, acting by and in the discretion of the commissioner, may enter into a contract with a municipality, acting by its harbor improvement agency, for state financial assistance for harbor improvement project pursuant to a harbor improvement plan approved by the commissioner in the form of a state grant-in-aid equal to two-thirds of the net cost of the project as approved by the commissioner, provided state financial assistance to any municipality for such purposes shall not exceed one million dollars. Any such application for state financial assistance under this section shall be submitted by the commissioner to the water resources commission for its review. Said water resources commission shall submit a written report to the commissioner of community affairs, setting forth the commission's findings regarding such application.

Sec. 16. For the purpose of this section and section 17 of this act, "housing site development agency" means any board, commission, agency, department or housing authority of any municipality designated by the chief executive officer of such municipality and approved by the governing body thereof for the purpose of carrying out a housing site development project under this section. Any municipality, acting by its housing site development agency, may undertake a housing site development project for the purpose of developing land for housing solely for low or moderate income persons or families. A housing site development project may be undertaken pursuant to a housing site development plan in an area consisting of open, predominantly open or undeveloped land. The housing site development agency may prepare, or cause to be prepared, a housing site development plan, and may approve such plan after (1) obtaining the written opinion of the planning agency of the municipality and of the local housing authority, if any, and (2) holding a public hearing thereon, notice of which shall be published at least twice in a newspaper of general circulation in the municipality, the first publication of notice to be not less than two weeks before the date of the public hearing. A housing site development plan shall include: (a) A description of the housing site development area and the condition, type and use of the structures therein; (b) the location and extent of streets and public utilities, facilities and works within the area; (c) schedules showing the number of families and businesses displaced by the proposed project, the method of relocating such families and businesses, and the availability of sufficient suitable living accommodations at prices and rentals within the financial reach of such families and located within a reasonable distance of the area from which they are displaced; (d) present and proposed zoning regulations in the area; (e) a description of all land to be acquired and all buildings and improvements to be demolished and removed or rehabilitated; (f) proposed land uses, building requirements and maximum densities; (g) the relationship of the plan to definite local objectives respecting land use, housing needs and public, community and recreational facilities; and (h) financial aspects of the project. Such housing site development plan may provide that the land to be used for housing solely for low or moderate-income persons and families, including commercial and community facilities adequate to serve the occupants of such housing, may be disposed of for a consideration less than cost or fair market value to a housing authority or a nonprofit corporation organized pursuant to chapter 600 of the general statutes, as amended, whose use, improvement and sale or leasing of such land or the improvements thereon shall be subject to regulation or supervision of rents, charges or sale prices and methods of operation by a governmental agency under a regulatory agreement or other instrument which restricts occupancy of such housing to persons or families whose income does not exceed prescribed limits. Prior to approving or adopting such plan, the housing site development agency and the governing body of the municipality shall find that there exists a need in the municipality for such housing solely for low or moderate income persons or families in an amount not less than that to be provided pursuant to such plan. After approval of the housing site development plan by the housing site development agency, the plan may be adopted by the governing body of the municipality. A housing site development plan may be modified at any time by a housing site development agency, provided, unless such modification is consented to in writing by each purchaser or lessee of land in the housing site development project affected by such modification and such modification does not substantially change the plan, any such modification shall be approved in the same manner as the plan. Any municipality and its housing site development agency may exercise, for the purposes of undertaking a housing site development project, all the powers and authority granted to a municipality and a redevelopment agency for the purposes of a redevelopment or urban renewal project pursuant to chapter 130 of the general statutes.

SEC. 17. The state, acting by and in the discretion of the commissioner, may enter into a contract with a municipality, acting by its housing site development agency, for state financial assistance for a housing site development project under section 16 of this act pursuant to a housing site development plan approved by the commissioner. Such contract shall provide for financial assistance by the state in the form of a state grant-in-aid equal to two-thirds of the net cost of such project as approved by the commissioner, and in such contract the commissioner may require assurances that the land improvements in such project will be used in accordance with such plan for a specified time. Such contract shall also provide that, if construction has not begun on any land acquired by a housing site development agency within five years after the initial acquisition of such land by such agency, or if such land is developed predominantly for a purpose other than the purposes specified in section 16 of this act, the municipality shall pay to the state, upon demand by the commissioner, an amount equal to the amount of financial assistance provided by the state under this section; provided the state, acting by the commissioner, may extend the time within which construction shall begin on land acquired by a housing site development agency if the commissioner determines that such extension is in the interest of the state and of the citizens of such municipality.

SEC. 18. Any municipality may by ordinance provide for the abatement in part or in whole of real property taxes on any housing solely for low or moderate-income persons or families. Such tax abatement shall be used for one or more of the following purposes: To reduce rents below the levels which would be achieved in the absence of such abatement and to improve the quality and design of such housing, or to effect occupancy of such housing by persons and families of varying income levels within limits determined by the commissioner by regulation, or to provide necessary related facilities or services in such housing. Such abatement shall be made pursuant to a contract between the municipality and the owner of any such housing, which contract shall provide the terms of such abatement, that moneys equal to the amount of such abatement shall be used for any one or more of the purposes herein stated, and that such abatement shall terminate at any time when such housing is not solely for low or moderate-income persons or families.

SEC. 19. (a) The state, acting by and in the discretion of the commissioner, may enter into a contract with a municipality for state financial assistance for housing solely for low or moderate-income persons or families in the form of reimbursement for tax abatements under section 18 of this act, provided the construction or rehabilitation of such housing shall have been commenced after the effective date of this act. Such contract shall provide for state financial assistance in the form of a state grant-in-aid to the municipality equal to the amount of taxes abated by the municipality pursuant to section 18 of this act. In such contract the commissioner may require assurances that the amount of tax abatement will be used for the purposes stated in section 18 of this act and that the commissioner shall have the right of inspection to determine that said purposes are being achieved. With respect to housing for which tax abatement has been provided pursuant to section 18 of this act, such grant-in-aid shall be paid to the municipality each year, in an amount equal to the tax abatement for such year, so long as the housing continues to fulfill the purposes stated in section 18, but in no case shall payments of such state financial assistance continue for more than twenty consecutive fiscal years of the municipality.

(b) The state, acting by and in the discretion of the commissioner, may enter into a contract with a municipality and the housing authority of the municipality to make payments in lieu of taxes to the municipality on land and improvements owned or leased by a housing authority or the state under the provisions of Part II of chapter 128 or of chapter 129 of the general statutes, as amended. Such payments shall be made annually in an amount equal to the taxes that would be paid on such property were the property not exempt from taxation, and shall be calculated by multiplying the assessed value of such property, which shall be determined by the tax assessor of such municipality in the manner used by such assessor for assessing the value of other property, by the applicable tax rate of the municipality. Such contract shall provide that, in consideration of such grant-in-aid, the municipality shall waive during the period of such contract any payments by the housing authority or the state to the municipality under the provisions of section 8-71 of the general statutes, or under the provisions of cooperation agreements between the municipality and such housing authority or the state, and shall further provide that the amount of the payments so waived shall be used to reduce rents or to improve the services to the occupants or the quality of the housing.

(c) The state, after it has entered into a contract with a municipality for financial assistance under this section, shall have the right to appeal or make application for relief from any assessment of any real property with respect to which reimbursement for tax abatement or a payment in lieu of taxes is made, in the manner provided by sections 12-111 to 12-119, inclusive, of the general statutes, as amended and no increase in assessed valuation of such property after such contract has been entered into shall be binding upon the commissioner unless notice of such increase has been given to the commissioner in the manner provided for giving notice of such an increase to the owners of real property. In any such proceeding the state shall have the same procedural rights as the owner of such property and shall act in accordance with the procedures and rules of law applicable to such owner.

SEC. 20. A community housing development corporation, organized as a nonstock corporation pursuant to chapter 600 of the general statutes, as amended, may qualify for assistance under section 21 of this act provided: (1) It shall be organized for purposes other than to make a profit or gain for itself and shall not be controlled or directed by persons or firms seeking to derive profit or gain therefrom; (2) it shall provide housing as defined in this section; (3) it shall be designated by the governing body of a municipality to enter into contracts with the state as provided for in section 21 of this act. As used in this section and section 21 of this act, "housing" means housing acquired, constructed, or rehabilitated and (1) leased under section 221(d) of the federal Housing Act of 1961, as amended, to families and individuals eligible for rent supplements under the federal Housing and Urban Development Act of 1965 as amended; (2) sold under section 221(h) of the federal Housing Act of 1961, as amended; (3) sold or leased to or under a contract with a housing authority under the provisions of the federal Housing Act of 1937, as amended; or (4) sold or leased under any provisions of any statute of the United States or this state which restricts ownership or occupancy to families or individuals whose incomes do not exceed limits prescribed by such statute or by regulatory agreement.

SEC. 21. The state, acting by and in the discretion of the commissioner, may enter into a contract with a community housing development corporation for state financial assistance in the form of a state grant-in-aid equal to the cost to the community housing development corporation, as approved by the commissioner, of developing low income housing under section 20 of this act, but limited to the following expenses: (1) Appraisals, title searches, legal fees, option agreements, architectural, engineering and consultants' fees, financing fees, closing costs and such other expenses as may be financed by a mortgage loan under any federal or state housing statute incurred by a community housing development corporation prior to the disbursement of mortgage loan funds on account of such property; provided, to the extent such expenses are recovered by the community housing development corporation from the mortgage loan, such expenses shall be repaid to the state; (2) the administrative and overhead costs of such corporation; (3) the costs of an information program in connection with such housing; (4) the costs of a social services program in connection with the low income housing program; and (5) such other reasonable costs related to the development of such housing as may be approved by the commissioner.

SEC. 22. Any housing authority may prepare and submit to the commissioner for approval a program of social and supplementary services and project rehabilitation and improvement for any or all housing projects within the jurisdiction of such housing authority. Such program shall include the estimated costs of the services, rehabilitation and improvement and the method and staff required to carry out such program. After approval of such program by the commissioner, the state, acting by and in the the discretion of the commissioner, may enter into a contract with the housing authority conditioned upon the housing authority performing the program approved. If the housing authority has loans outstanding under section 8-70 of the general statutes, the contract shall grant relief from repayments of principal and of interest, to the extent such interest is not at a rate in excess of two per cent per annum, on state loans under said section for moderate rental housing projects within such municipality, and if the cost of such program exceeds the amount required to be repaid by the housing authority under such loans, then, in addition to such relief, such contract shall provide for state financial assistance in the form of a state grant-in-aid equal to the amount of such excess. If no loans of such authority under said section 8-70 are outstanding, such contract shall provide for state financial assistance in the form of a grant-in-aid equal to the cost of such program.

SEC. 23. The state, acting by and in the discretion of the commissioner, may enter into a contract with a municipality for state financial assistance in an amount determined by the commissioner for a rent receivership program undertaken pursuant to sections 19-347(a) to 19-347(h), inclusive, of the general statutes. Such contract shall provide for financial assistance in the form of a state advance-in-aid to initiate and operate a tenement house operating fund pursuant to said section 19-347(h) for the purposes authorized in said sections 19-347(a) to 19-347(h), inclusive. Such advance-in-aid shall be repayable solely from funds received by the receiver or the municipality pursuant to said sections at such times and in such manner as the commissioner may determine.

SEC. 24. The state, acting by and in the discretion of the commissioner, may enter into a contract with a municipality for state financial assistance in the form of a state grant-in-aid equal to the cost of relocating individuals, families, business concerns and farms displaced by governmental action who have not been reimbursed for moving costs in a condemnation proceeding and who are not otherwise reimbursed or entitled to reimbursement by the federal government or the state. Such contract shall provide for financial assistance by the state in the form of a state grant-in-aid equal to the cost of relocation as determined by the commissioner. Whenever used in this section "governmental action" means any action by any agency, board, commission or department of the state or any municipality or any public authority which causes the displacement of any individual, family, business concern or farm; "business concern" means a corporation, partnership, individual or other private entity, including a nonprofit organization, engaged in some type of business, professional or institutional activity necessitating fixtures, equipment, stock in trade or other tangible property for the carrying on of the business, profession or institution; "farm" means a parcel of land or parcels of land operated as a single unit, which is used for production of one or more agricultural commodities for sale and home use and which customarily produces or is capable of producing such commodities in sufficient quantity to contribute materially to the operator's support, including the operation of stock, dairy, poultry, fruit, fur-bearing animal and truck farms, plantations, ranches, nurseries, ranges and greenhouses or other similar structures used primarily for raising agricultural or horticultural commodities; "moving expenses" means the cost of dismantling, disconnecting, crating, loading, insuring, temporary storing, transporting, unloading, reinstalling and reconnecting of personal property, exclusive of the cost of any additions, improvements, alterations or other physical changes in or to any structure in connection with affecting such reassembly, reconnection or reinstallation. The amount of relocation assistance paid in accordance with the provisions of this section shall not exceed two hundred and fifty dollars for any individual or family or twenty-five thousand dollars for any business concern or farm. The chief executive officer of the municipality shall administer the relocation assistance as authorized herein to all persons, families, business concerns or farms displaced by governmental action in such municipality and may authorize any municipal agency, board, commission or department to prepare a relocation plan for individuals, families business concerns and farms to be displaced by the proposed governmental action, and to file such plan with the commissioner. The filing of such plan by the municipality shall be authority for the chief executive officer of the municipality to expend such funds as may be necessary to accomplish the purposes of this section. The commissioner shall make payment to such municipality, for the purpose of defraying the reasonable cost of preparing and carrying out the provisions of this section, in an amount equal to the actual cost incurred by such municipality for relocation assistance and local cost of administration, provided the amount of such payment shall not exceed two hundred and fifty dollars for any individual or family or twenty-five thousand dollars for any business concern or farm. The commissioner shall review the scope and adequacy of all relocation assistance offered in Connecticut by any public body, for any individual, family, business concern or farm displaced by governmental action where such displacement and relocation is not reviewed by a federal agency or another state agency, to assure that adequate relocation assistance is available to all individuals, families, business concerns and farms displaced by governmental action in the state, including assistance from public and private social service agencies for displaced families and individuals suffering from problems of deprivation and poverty. No payment for moving expenses shall be made under the provisions of this section to any person, family, business concern or farm unless the commissioner is satisfied that such person, family, business concern or farm has moved to a location within the state.

SEC. 25. (a) The state, acting by and in the discretion of the commissioner, may enter into a contract with a municipality with a population of fifty thousand or less as shown in the most recent federal decennial census, for state financial assistance in the form of a state grant-in-aid equal to two-thirds of the cost of developing or updating municipal plans of development. The commissioner shall assure than any planning performed by any municipality with state financial assistance under this section shall be adequate to meet the standards and criteria of the federal Urban Planning Assistance Program administered by the federal department of housing and urban development and such other federal planning criteria for such other federal programs as may be appropriate. No state financial assistance shall be made under this section unless federal funds for the purposes described herein are not available, as determined by the commissioner, at the time of application for such state financial assistance; provided, if federal funds subsequently become available for the same purpose for which state financial assistance had been granted, the municipality shall repay the commissioner from such federal funds an amount equal to such state financial assistance, if, under federal law, such federal funds may be so used, or the commissioner may apply to the United States for and accept such funds as reimbursement for such state financial assistance.

(b) The commissioner may in his discretion make advances of funds to municipalities for up to seventy-five per cent of the costs, as approved by the commissioner, of surveys and planning in preparation of any project, program or activity for which state financial assistance is provided under this act, and the contracts for such advances of funds shall require that such advances shall be credited against any subsequent grants-in-aid of such project, program or activity, or shall be repaid to the state if the municipality receives funds for the purposes of this subsection from a source other than the state.

(c) The state, acting by and in the discretion of the commissioner, may enter into a contract with a municipality to pay seventy-five per cent of the costs, approved by the commissioner, for preparation, review or revision of a community development action plan as described in subsection (a) of section 9 of this act.

(d) The state, acting by and in the discretion of the commissioner, may enter into a contract with a housing authority or two or more housing authorities acting jointly for technical assistance and financial assistance in the form of a state grant-in-aid not to exceed two-thirds of the cost of conducting housing surveys and research as approved by the commissioner and as authorized in chapter 128 of the general statutes, as amended.

Sec. 26. For the purposes of this act, (1) "human resource development program" means a program, project or activity which: (a) Mobilizes and utilizes resources, public or private, of any urban or rural, or combined urban and rural, geographical area including, but not limited to, a municipality or group of municipalities in an attack on poverty; (b) provides services, assistance and other activities of sufficient scope and size to give promise of progress toward the elimination of poverty or a cause or causes of poverty through developing employment opportunities, improving human performance, motivation, productivity, physical and mental health, and well-being, or bettering the conditions under which people live, learn and work; (c) is developed, conducted and administered with the maximum feasible participation of residents of the areas and members of the groups served; and (d) is conducted, administered or coordinated by a human resource development agency; (2) "human resource development agency" means (a) a public or private nonprofit agency designated by and authorized to accept funds from the federal office of economic opportunity or any other department or agency of the United States to which any of the powers of said office may be transferred, for a community action program under the Economic Opportunity Act of 1964, as amended, or (b) if no such agency exists in a municipality, a public or private nonprofit agency designated by the chief executive officer and approved by the governing body of such municipality to carry out a human resource development program and to enter into contracts or receive grants-in-aid from the commissioner for a human resources development program under this act.

Sec. 27. (a) The state, acting by and in the discretion of the commissioner, may enter into a contract with a human resource development agency for state financial assistance for human resource development programs in the form of a state grant-in-aid for the purposes and in the amounts hereinafter stated: (1) To pay the non-federal share of a federally assisted program, one-half of the amount by which the cost of the program exceeds the federal grant-in-aid thereof; (2) to expand a federally assisted program beyond the scope for which the agency has received a federal grant-in-aid, two-thirds of the amount by which the cost of the expanded program as approved by the commissioner exceeds the amount of the federal grant-in-aid thereof; or (3) to continue a program for which such federal grant-in-aid had been received and has thereafter been reduced or discontinued, or to undertake a program for which a federal grant-in-aid is not available, two-thirds of the total cost of such program as determined by the commissioner; provided no contract shall be entered into pursuant to subdivision (2) or (3) in any fiscal year until the commissioner determines that funds are available to finance all proposed contracts for that fiscal year for assistance pursuant to subdivision (1) hereof. (b) With respect to proposed contracts for grants-in-aid made pursuant to subsection (a) (1) hereof, the commissioner may require such audit, financial and related controls as he deems reasonably necessary and shall approve the program content of such proposed contracts for grants-in-aid so long as the federal share of such federally assisted programs shall be fifty per cent or more. With respect to proposed contracts for grants-in-aid made pursuant to subsection (a) (1) hereof, where the federal share of such federally assisted programs is less than fifty per cent, or pursuant to subsections (a) (2) and (a) (3) hereof, the commissioner shall review the program content of such proposals so as to determine whether they are designed to accomplish the purposes specified in this section and section 26 and may require such audit, financial and related controls as he deems reasonably necessary. (c) So much of the cost of a human resource development program as is not met by either a federal grant-in-aid or by a state grant-in-aid pursuant to this section may be paid by a municipality, any agency, board, commission or department thereof, or any public authority, or any private organization, in cash or in kind, including, but not limited to, in the discretion of the commissioner, additional plant and equipment, added services and increases in financial assistance furnished thereby, provided, only such increments in plant and equipment, services and financial assistance as (1) are used for or in connection with human resource development programs, (2) are funded otherwise than by federal or state financial assistance and (3) are not general assistance payments may be considered as payment by a municipality under this section. (d) The commissioner is further authorized to make available technical assistance to any municipality, group of municipalities, region or human resource development agency for the purposes of planning a human resource development program.

Sec. 28. The commissioner is authorized to undertake and carry out research activities, including, but not limited to, (a) examination of the needs of municipalities, metropolitan areas and the state, with respect to services, facilities and programs such as housing, schools, community recreation and health facilities, transportation systems, refuse disposal and other public services; (b) examination of methods to meet those needs; (c) examination of the means by which the state and the municipalities can effectively analyze and project those needs; and (d) examination of the feasibility of establishing and using information data and systems and data banks in order to provide comprehensive information, to construct indicators of economic, physical and social change, and to project economic, physical and social trends.

SEC. 29. (a) In addition to and without limiting any other powers granted under any law, any municipality or any two or more municipalities acting jointly may request, contract for, receive and expend state financial assistance as authorized for a municipality by this act for any of the purposes specified herein and may initiate and carry out any of the programs, projects, functions or activities for which state financial assistance is authorized for a municipality herein and do all things necessary to secure such state financial assistance and carry out such programs, projects, functions or activities.

(b) The chief executive officer of any municipality with the approval of the governing body thereof may designate any agency, department, board or commission thereof, or housing authority, or human resource development agency as defined in section 26 (2)(b) of this act, to administer any of the programs, projects, functions or activities for which state financial assistance is authorized by this act where such authority and responsibility for such administration is not otherwise provided for. In addition to and without limiting any other powers granted under any law, such agency, department, board or commission, housing authority or human resource development agency may administer and carry out any such programs, projects, functions or activities and do all things necessary or desirable in connection therewith, including contracting with the state and the United States, private organizations or professional consultants, or with any one or more of them, for the purposes of this act.

(c) Any action authorized by this act to be taken by a municipality, or any agency, department, board or commission thereof, or any housing authority, or human resource development agency may be taken jointly by, and the commissioner may enter into any contract authorized by this act with, any two or more such municipalities or agencies, departments, boards or commissions thereof, or housing authorities, or human resource development agencies.

(d) Any municipality may request, and the commissioner may provide or require, that contracts for two or more grants-in-aid under this act may be combined in one contract.

SEC. 30. In each biennium no municipality may receive more than fifteen per cent of the amount authorized for the purposes of this act; provided, if any portion of such authorized amount is not committed at the end of the first year of the biennium, by virtue of an executed assistance agreement or a reservation of state funds approved by the commissioner, the commissioner may allocate such portion without regard to such limitation.

Sec. 31. The proceeds from such bonds and notes as are authorized to be issued, or any proceeds from such bonds and notes as may have been issued, under the provisions of section 8-154b of the general statutes but which, on the effective date of this act are uncommitted and unallocated or which may subsequently become uncommitted or unallocated, shall be used for any of the purposes authorized by this act.

Sec. 32. The commissioner of community affairs may make and enforce regulations to effectuate the purposes of this act and to determine the allocation of the state financial assistance authorized in this act among the municipalities of the state on the basis of their respective needs.

Sec. 33. Section 32-7 of the general statutes is repealed and the following is substituted in lieu thereof: (1) To insure the economic and orderly development of the state through the encouragement of sound [community] *state or interregional* and regional planning, [the proper utilization of the zoning police powers,] the application of the principal of long-range capital improvement programming, [the renewal of substandard, obsolescent and blighted area] and the appropriate development of land, *and related facilities and services* in the [municipalities] *state* and regions of the state, the Connecticut development commission is authorized to (a) define or redefine the logical economic and planning regions of the state; (b) promote and assist the formation of [municipal planning, zoning,] economic development, [or redevelopment agencies or commissions or] regional planning or economic development agencies or commissions under sections 7-136 and 7-137 and [chapters 124, 126] *chapter* 127 [and 130]; (c) make available technical *and financial* assistance to any [municipal planning, zoning,] economic development, [or redevelopment agency or commission or] regional planning or economic development agency or commission for surveys, land use studies, [municipal or] regional plans of development, [urban renewal plans] site development plans and for any other functions of [municipal planning, zoning,] economic development, [or redevelopment agencies or commissions or] regional planning or economic development agencies or commissions as set forth in sections 7-136 and 7-137 and [chapters 124, 126,] *chapter* 127 [and 130], and (d) prepare and recommend statewide *or interregional* plans in cooperation with other state, interstate, federal, regional and local agencies. (2) Such assistance shall be rendered upon such contractual arrangements as may be agreed upon by the commission and any such [municipal or] regional [and local] agency or commission in accordance with their respective needs. [, and the commission may adopt reasonable regulations regarding the qualifications of community planners to be engaged for such assistance. Such regulations shall be established with due consideration of the training, experience and ability of such community planners.]

Sec. 34. Section 32-8 of the general statutes is repealed and the following is substituted in lieu thereof: The Connecticut development commission is authorized to accept any federal funds allotted to this state under any federal act for state, [local,] regional, interregional or area planning, [urban renewal or redevelopment] demonstration projects, or any other projects which may be established by federal law for any of the purposes, or activities related thereto, of this chapter, and said commission shall administer such funds in accordance with federal law. Said commission may enter into contracts with the federal government concerning the use and repayment of such funds under such federal act, the prosecution of the work under any such contract and the establishment of and disbursement from a separate account in which federal and state funds estimated to be required for plan preparation or other eligible activities under such federal act shall be kept. Said account shall not be a part of the general fund of the state or any subdivision of the state. Any [municipal planning commission, zoning commission, planning and zoning commission or] regional planning agency operating under the general statutes or by special act may contract with professional consultants, the state and the federal government, or with any one or more of them.

Sec. 35. Sections 8-123 and 8-154a(5) of the general statutes are repealed.

Sec. 36. This act shall take effect July 1, 1967.

PUBLIC ACT NO. 768

AN ACT CONCERNING CHILD DAY CARE.

Be it enacted by the Senate and House of Representatives in General Assembly convened:

SECTION 1. Section 13 of number 522 of the public acts of 1967, is repealed and the following is substituted in lieu thereof: *(a)* The state, acting by and in the discretion of the commissioner, may enter into a contract with a municipality for state financial assistance in developing neighborhood facilities for carrying out programs of health, recreational, social or similar community services; provided such project shall have been approved by the federal department of housing and urban development under the federal Housing and Urban Development Act of 1965, as amended. Such contract shall provide for state financial assistance in the form of a state grant-in-aid equal to one-half of the amount by which the net cost of the project as approved by the commissioner exceeds the federal grant-in-aid thereof. *(b) The state, acting by and in the discretion of the commissioner, may enter into a contract with a municipality or a human resource development agency for state financial assistance in developing and operating child day care centers as defined in substitute for senate bill 1368 of the current session for children disadvantaged by reasons of economic, social or environmental conditions. Such financial assistance shall be available for a program of a municipality or of a human resource development agency which may provide for personnel, equipment, supplies, activities, program materials and renovation and remodeling of physical facilities of such day care centers. Such contract shall provide for state financial assistance in the form of a state grant-in-aid equal to (1) two-thirds of the* *net cost of a day care center program of the municipality or of a human resource development agency as approved by the commissioner, if not federally assisted, or (2) one-half of the amount by which the net cost of such program as approved by the commissioner exceeds the federal grant-in-aid thereof.*

SEC. 2. Section 17-12b of the general statutes is amended by adding thereto subsection (c) as follows: The welfare commissioner is authorized to take advantage of any federal statutes and regulations relating to child day care and shall have the power to administer any federally assisted child day care program in the event that said federal statutes or regulations require that said federally assisted program be administered by a single state agency.

SEC. 3. The sum of one million dollars is appropriated for the purposes of subsection (b) of section 1 of this act.

SEC. 4. This act shall take effect July 1, 1967.

PUBLIC ACT NO. 760

AN ACT CONCERNING MUNICIPAL DEVELOPMENT PROJECTS FOR INDUSTRIAL AND BUSINESS PURPOSES.

Be it enacted by the Senate and House of Representatives in General Assembly convened:

SECTION 1. It is found and declared that the economic welfare of the state depends upon the continued growth of industry and business within the state; that the acquisition and improvement of unified land areas to meet the needs of industry and business should be in accordance with local, regional and state planning objectives; that such acquisition and improvement often cannot be accomplished through the ordinary operations of private enterprise at competitive rates of progress and economies of cost; that permitting and assisting municipalities to acquire and improve unified land areas for industrial and business purposes in accordance with such planning objectives are public uses and purposes for which public moneys may be expended; and that the necessity in the public interest for the provisions of this act is hereby declared as a matter of legislative determination.

SEC. 2. As used in this act "municipality" means a town, city, consolidated town and city or consolidated town and borough; "development agency" means the agency designated by a municipality under section 3 of this act through which the municipality may exercise the powers granted under this act; "development project" means a project conducted by a municipality for the assembly, improvement and disposition of land to be used primarily for industrial or business purposes; "project area" means the area within which the development project is located.

SEC. 3. Any municipality which has a planning commission is authorized, by vote of its legislative body, to designate the economic development commission or the redevelopment agency of such municipality as its development agency and exercise through such agency the powers granted under this act.

SEC. 4. The development agency may initiate a development project by preparing a project plan therefor in accordance with regulations of the commissioner of community affairs. The project plan shall include: (a) A legal description of the land within the project area; (b) a description of the present condition and uses of such land; (c) a description of the types and locations of land uses proposed for the project area; (d) a description of the types and locations of present and proposed streets, sidewalks and sanitary, utility and other facilities and the types and locations of other proposed site improvements; (e) statements of the present and proposed zoning classification and subdivision status of the project area and the areas adjacent to the project area; (f) a plan for relocating project-area occupants; (g) a financing plan; (h) an administrative plan; (i) a marketability and proposed land-use study, supported by appropriate appraisal reports; and (j) findings that the land within the project area will be used principally for industrial or business purposes; that the plan is in accordance with the plan of development for the municipality adopted by its planning commission and the plan of development of the regional planning agency, if any, for the region within which the municipality is located; that the plan is not inimical to any statewide planning program objectives of the Connecticut interregional planning program; that the project will contribute to the economic welfare of the municipality and the state; and that to carry out and administer the project, public action under this act is required.

SEC. 5. The commissioner of community affairs is authorized to make planning grants to municipalities to facilitate the planning of development projects, provided (a) no such grant shall be made in an amount exceeding the estimated reasonable cost of such planning as determined by said commission and (b) the amount of any such grant shall be deducted from the amount of any development grant which might otherwise be made to the municipality under section 10 of this act. Said commissioner may consult with and advise any development agency in the preparation of a plan for a development project.

SEC. 6. Before the development agency adopts a plan for a development project, (1) the planning commission of the municipality shall find that the plan is in accord with the comprehensive or general plan of the municipality; and (2) the development agency shall hold at least one public hearing thereon. After adoption of the plan by the development agency, said agency shall submit the plan to the regional planning agency, if any, for the region within which such municipality is located. If the regional planning agency finds that such plan is in accord with the plan of development for such region, or if such agency fails to make a finding concerning said plan within sixty days of receipt thereof by such agency, then upon preliminary approval of the plan by the commissioner of community affairs, the development agency shall submit the plan for approval to the legislative body of such municipality, which shall hold at least one public hearing thereon, after which such legislative body may approve the plan. After approval of the plan by such municipality, the development agency shall submit the plan for final approval to the commissioner of community affairs. If a community development action plan, as defined in section 9(a) of substitute for senate bill 1115, is not prepared by the municipality and approved by the commissioner of community affairs within two years after the date of execution of a contract with such municipality, or agency thereof, for financial assistance under this act and the municipality does not show progress in the preparation of such community development action plan satisfactory to the commissioner of community affairs within one year after such date, the state shall thereafter make no further payments of grants to such municipality pursuant to the provisions of this act until such progress is shown or such plan is prepared by the municipality and approved by the commissioner; provided the commissioner may grant a municipality an extension of time for preparing and securing the commissioner's approval of such plan where the commissioner determines such extension to be in the interest of the state and of the people of such municipality. Notice of the time, place and subject of any public hearing held under this section shall be published once in a newspaper of general circulation in such town, such publication to be made not less than one week nor more than three weeks prior to the date set for the hearing. Any municipality, agency or commission in approving a plan for a development project shall specifically approve the findings made therein.

SEC. 7. (a) For the purpose of carrying out or administering a development plan or other functions authorized under this act, a municipality, acting by and through its development agency, is authorized, without limiting its authority under other provisions of law, to issue from time to time bonds of the municipality which are payable solely from and secured by a pledge of and lien upon any or all of the income, proceeds, revenues and property of development projects, including the proceeds of grants, loans, advances or contributions from the federal government, the state or other source, including financial assistance furnished by the municipality or any other public body pursuant to this act. Bonds issued under this section shall be in such form, mature at such time or times, bear interest at such rate or rates, be issued and sold in such manner, and contain such other terms, covenants and conditions as the development agency, by resolution, determines. Such bonds shall be fully negotiable, shall not be included in computing the aggregate indebtedness of the municipality and shall not be subject to the provisions of any other law or charter relating to the issuance or sale of bonds, provided, if such bonds are made payable, in whole or in part, from funds contracted to be advanced by the municipality, the aggregate amount of such funds not yet appropriated to such purchase shall be included in computing the aggregate indebtedness of the municipality. As used in this section, "bonds" means any bonds, including refunding bonds, notes, interim certificates, debentures or other obligations.

(b) For the purpose of carrying out or administering a development plan or other functions authorized under this act, a municipality, acting by and through its development agency, may accept grants, advances, loans or other financial assistance from the federal government, the state or other source, and may do any and all things necessary or desirable to secure such financial aid. To assist any development project located in the area in which it is authorized to act, any public body, including the state, or any city, town, borough, authority, district, subdivision or agency of the state, may, upon such terms as it determines, furnish service or facilities, provide property, lend or contribute funds, and take any other action of a character which it is authorized to perform for other purposes. To obtain funds for the temporary and definitive financing of any development project, a municipality may, in addition to other action authorized under this act or other law, levy taxes and issue and sell its temporary loan notes, bonds or other obligations. Such temporary loan notes shall be issued for a period of not more than three years, but notes issued for a shorter period of time may be renewed by the issue of other notes, provided the period from the date of the original notes to the maturity of the last notes issued in renewal thereof shall not exceed three years, and the provisions of section 7-373 shall be deemed to apply thereto. Any such bonds or other obligations issued by a municipality pursuant to this section shall be in accordance with such obligations generally by the municipality.

SEC. 8. (a) After approval of the development plan as provided in this act, the development agency may proceed by purchase, lease, exchange or gift with the acquisition or rental of real property within the project area and real property and interests therein for rights of way and other easements to and from the project area. The development agency may, with the approval of the legislative body, and in the name of the municipality, acquire by eminent domain land located within the project area and land and interests in land for rights-of-way and other easements to and from the project area, in the same manner that a redevelopment agency may acquire real property under sections 8-129 to 8-133, inclusive, of the general statutes, as if said sections specifically applied to development agencies. Following completion of the project-area improvements provided for by the plan, the development agency may, with the approval of the legislative body, and in the name of such municipality transfer by sale or lease at fair market value or fair rental value, as the case may be, the whole or any part of the land in the project area to any person, in accordance with the project plan and such disposition plans as may have been determined by the commissioner of community affairs.

(b) A development agency shall have all the powers necessary or convenient to undertake and carry out development plans and development projects, including the power to clear, repair, operate or insure real property while it is in its possession, to make site improvements essential to the preparation of land for its use in accordance with the development plan, and to install, construct or reconstruct streets, utilities and other improvements necessary for carrying out the objectives of the development project.

SEC. 9. As used in this section, "public service facility" includes any sewer, pipe, main, conduit, cable, wire, pole, tower, building or utility appliance owned or operated by an electric, gas, telephone, telegraph or water company. Whenever a development agency determines that the closing of any street or public right-of-way is provided for in a development plan adopted and approved in accordance with this act, or where the carrying out of such a development plan, including the construction of new improvements, requires the temporary or permanent readjustment, relocation or removal of a public service facility from a street or public right-of-way, the agency shall issue an appropriate order to the company owning or operating such facility, and such company shall permanently or temporarily readjust, relocate or remove the same promptly in accordance with such order, provided an equitable share of the cost of such readjustment, relocation or removal, including the cost of installing and constructing a facility of equal capacity in a new location, shall be borne by the development agency. Such equitable share shall be fifty per cent of such cost after the deduction hereinafter provided. In establishing the equitable share of the cost to be borne by the development agency, there shall be deducted from the cost of the readjusted, relocated or removed facilities a sum based on a consideration of the value of materials salvaged from existing installations, the cost of the original installation, the life expectancy of the original facility and the unexpired term of such life use. For the purposes of determining the equitable share of the cost of such readjustment, relocation or removal, the books and records of the company shall be available for the inspection of the development agency. When any facility is removed from a street or public right-of-way to a private right-of-way, the development agency shall not pay for such private right-of-way. If the development agency and the company owning or operating such facility cannot agree upon the share of the cost to be borne by the development agency, either may apply to the superior court for the county within which the street or public right-of-way is situated, or, if the court is not in session, to any judge thereof, for a determination of the cost to be borne by the development agency, and such court or such judge, after causing notice of the pendency of such application to be given to the other party, shall appoint a state referee to make such determination. Such referee, having given at least ten days' notice, to the parties interested, of the time and place of the hearing, shall hear both parties, shall take such testimony as such referee may deem material and shall thereupon determine the amount of the cost to be borne by the development agency and forthwith report to the court. If the report is accepted by the court, such determination shall, subject to right of appeal as in civil actions, be conclusive upon such parties.

SEC. 10. The commissioner of community affairs is authorized to make development grants to municipalities for development projects, provided (a) no such grant shall be made for any such project until the commissioner has given final approval to the plan therefore and (b) no such grant shall be made for any such project in an amount exceeding fifty per cent of the net cost, including planning costs, of such project as determined by said commissioner. In allocating funds available for the making of development grants, said commissioner is authorized to establish priorities among municipalities, taking into account their relative needs for development projects and the extent to which particular projects are likely to advance the purposes of this act.

SEC. 11. Any two or more contiguous municipalities by vote of their respective legislative bodies may, through their respective development agencies, jointly initiate a development project where the project area is to be located in one or more of such towns, and after final approval by the commissioner of community affairs of the project plan therefor, enter into, and thereafter amend, an agreement for the purposes of jointly carrying out the project plan through their respective development agencies, which agreement may include provisions for furnishing municipal services to, and sharing costs of, and revenues, including property tax and rental receipts, from, the development project. A proposed form of the agreement to be entered into by such towns shall be included as part of the project plan. In furtherance of its obligations under such an agreement, each town which is a party thereto may make appropriations and levy taxes in accordance with the provisions of the general statutes and may issue bonds in accordance with section 7 of this act.

SEC. 12. Any municipality by vote of its legislative body may for consideration furnish municipal services to, or have municipal services furnished to it by, one or more other municipalities. The consideration for such services may be based, in whole or in part, upon a formula which takes into account the taxes levied on so much of the real property situated in the municipality to which such services are to be furnished as, in the judgment of the legislative body thereof, will be appreciably benefitted by such services.

SEC. 13. The commissioner of community affairs is authorized to make and enforce reasonable regulations to carry out the provisions of this act.

SEC. 14. Sections 7-137b, 8-155 to 8-159, inclusive, and 8-170 to 8-185, inclusive, of the general statutes are repealed; provided, that in any case where any municipality, on or before the effective date of this act, had established an industrial park under said section 7-137b, had entered into a contract with the Connecticut development commission for financial assistance to a commercial or industrial redevelopment project under said sections 8-155 to 8-159, inclusive, or had prepared an industrial or research development project plan under said sections 8-170 to 8-185, inclusive, or had otherwise taken substantial action under said sections, then such municipality, the state, any state or local development company as defined in section 8-171 of the general statutes, and any other interested person shall continue to be subject to said sections and be eligible for state financial assistance thereunder but only insofar as said sections relate to those projects or industrial parks that have been planned or commenced thereunder and such municipality, the state, such state or local development company or such other interested person may make application to the commissioner of community affairs for, and the commissioner of community affairs may make grants for the purposes of such industrial park, commercial or industrial redevelopment project, or industrial or research development project from the funds available for the purposes of this act, but subject to the provisions of section 10 of this act.

SEC. 15. Any development agency shall exercise its powers in the name of the municipality, and all bonds issued pursuant to this act shall be issued in the name of the municipality and title to land taken or acquired pursuant to a development plan shall be solely in the name of the municipality.

SEC. 16. A development plan may be modified at any time by the development agency, provided, if modified after the lease or sale of real property in the redevelopment project area, the modification must be consented to by the lessees or purchasers of such real property or their successor or successors in interest affected by the proposed modification. Where the proposed modification will substantially change the development plan as previously approved, the modification must be approved in the same manner as the development plan.

SEC. 17. This act shall take effect from its passage.

ED034144

A Summary of Public Act 760

AN ACT CONCERNING MUNICIPAL DEVELOPMENT PROJECTS FOR BUSINESS AND INDUSTRIAL PURPOSES

The purpose of Public Act 760 is to encourage municipal development projects for business and industrial uses. It encourages such development in two major areas: (1) by giving municipalities powers to plan and carry out such development projects and (2) by authorizing State financial assistance through the Department of Community Affairs for the planning and carrying out of such projects.

I. DEVELOPMENT AGENCY

A. The agency through which a municipality may exercise powers granted under this act is the "development agency."

B. Any municipality which has a planning commission is authorized, by a vote of its legislative body, to designate the economic development commission or redevelopment agency of that municipality as its "development agency".

C. The development agency shall act in the name of the municipality.

II. DEVELOPMENT PROJECT PLAN

A. The development agency initiates a development project by preparing the project plan.

B. The project plan must include:

1. Legal description of land within the project area.
2. Description of present condition and uses of land.
3. Description of types and locations of land uses proposed for project area.
4. Description of types and locations of present and proposed streets, sidewalks and sanitary, utility and other facilities, and other proposed site improvements.
5. Statements of present and proposed zoning and subdivision of project and adjacent areas.
6. Relocation plan for project-area occupants.
7. Financing plan.
8. Administrative plan.
9. Marketability and proposed land use study.
10. Findings that project area will be used principally for business or industrial use; that the plan is in accordance with local and regional (if any) plans adopted by local and regional planning commissions and agencies; that it does not jeopardize statewide planning objectives of the Connecticut Inter-regional Planning Program; that the project will contribute to state and local economic welfare; and that, to carry out and administer the project, public action under this act is necessary.

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C. Before the development agency adopts a plan for a development project it must:

   1. Submit plan to municipal planning commission which must find project plan in line with general plan of the municipality, AND

   2. The development agency must hold at least one public hearing on the plan.*

D. After the development agency adopts the project plan:

   1. The development agency submits plan to regional planning agency (if any) within which municipality is located.

   2. If regional planning agency is in accord (or if it fails to act within 60 days of receipt of plan) AND on preliminary approval by the Commissioner of Community Affairs, the development agency submits plan for approval of local legislative body.

E. The legislative body of the municipality holds at least one public hearing.*

   1. After such hearing legislative body may approve the plan.

   2. After such approval, plan is submitted to Commissioner of Community Affairs for final approval.

III. AUTHORIZATIONS TO MUNICIPALITIES

A. A municipality acting by and through its development agency is authorized for the purpose of carrying out or administering a development plan or other functions under P.A. 760 to:

   1. "Issue from time to time bonds of the municipality which are payable solely from and secured by a pledge of and lien upon any or all of the income, proceeds, revenues and property of development projects."

   2. Accept and do anything desirable and necessary to secure federal, state or other financial assistance.

B. Any public body (city, authority, agency of the state, etc.) may furnish services or facilities, provide property, lend or contribute funds, take any action which it is authorized to perform for other purposes in order to assist a development project located in an area where it is authorized to act.

C. After approval of the development plan (as described in P.A. 760), the development agency may acquire land, and may acquire by eminent domain if approved by the legislative body.

D. The development agency has all powers necessary and convenient for carrying out objectives of the development plan including: power to clear, repair, operate or insure property while in its possession; make site improvements essential to its use in terms of the plan, install, construct or reconstruct streets, utilities and other necessary improvements.

E. Any municipality, by vote of its legislative body may for consideration furnish municipal services or have services furnished to it by one or more other municipalities. (basis for consideration which may be used is defined in P.A. 760).

*see Page 3

*All such hearings must be advertised as provided in P.A. 760.

F. Two or more adjacent municipalities may by vote of their respective legislative bodies and through their respective development agencies, jointly initiate a development project to be located in one or more towns. After approval of a plan by the Commissioner of Community Affairs they may enter into agreements providing for a sharing of costs and revenues for such a project.

G. After completion of the improvements in the project area as provided in the plan, the development agency may, with the approval of the legislative body and in the name of the municipality, transfer, by sale or lease, at fair market or rental value, any part or whole of the project area land, to any person in accordance with project plan and disposition plans which may have been determined by the Commissioner of Community Affairs.

IV. AUTHORIZATION OF STATE FINANCIAL ASSISTANCE

A. The Commissioner of Community Affairs is authorized to make planning grants to municipalities provided that (1) grant does not exceed estimated reasonable costs as determined by the Commissioner; and (2) that the moneys advanced be included in the total state share and deducted from the total amount the municipality would be eligible for in executing a project under this act.

B. The Commissioner of Community Affairs is authorized to make grants up to 50% of the net cost, including planning costs of such project as determined by the Commissioner.

1. No such grant shall be made until the Commissioner has given final approval to the plan (this does not apply to planning grants).

2. The Commissioner is authorized to set priorities based on relative needs for development projects and the extent to which given projects would advance the purposes of P.A. 760.

CDAP Requirement

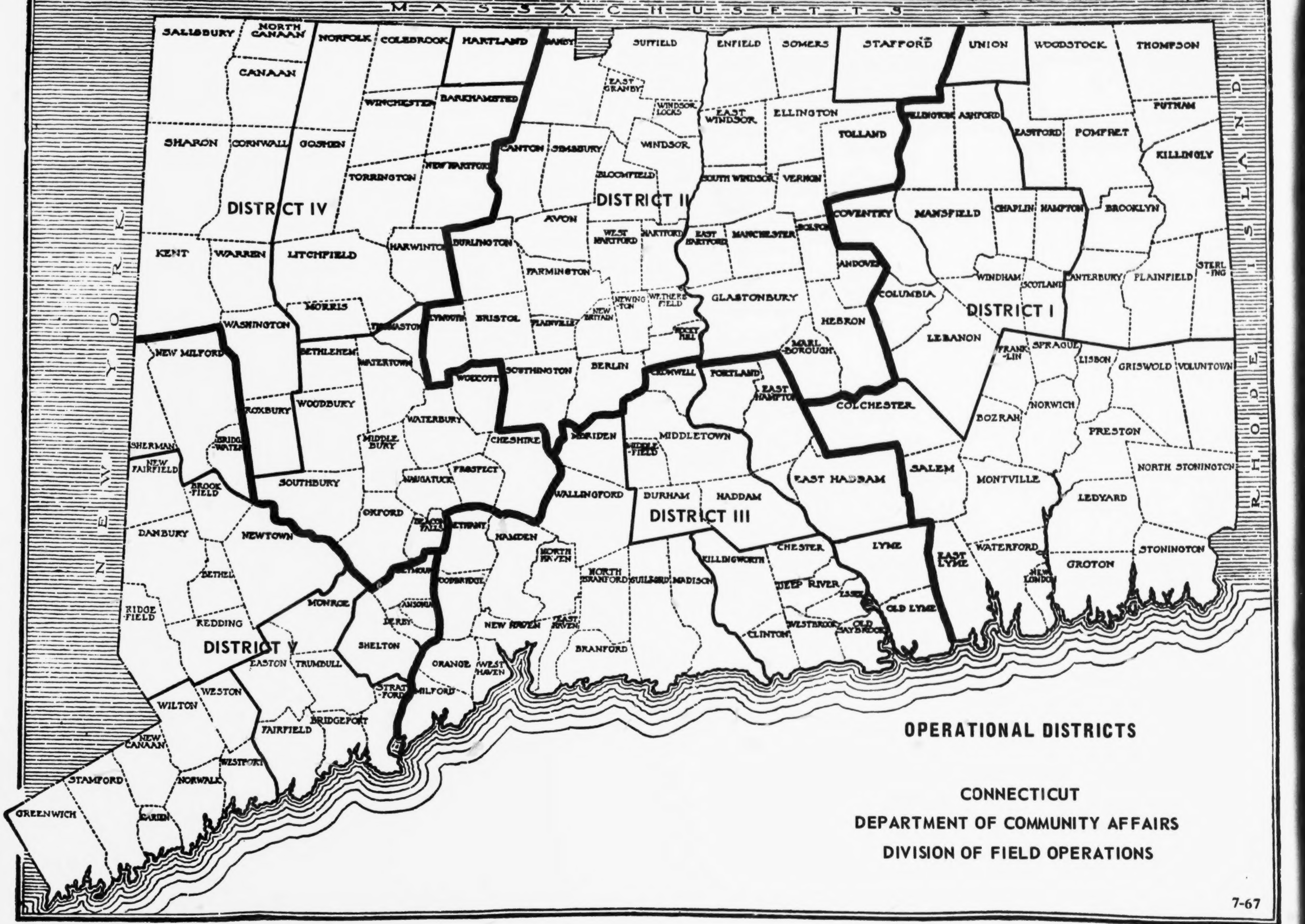
In order to receive continued payments of grants under Public Act 760 the municipality must:

A. Within one year of the execution of a contract made for financial assistance under this act, show progress in the preparation of a Community Development Action Plan to the satisfaction of the Commissioner of Community Affairs AND

B. Within two years of contract execution have a Community Development Action Plan prepared and approved by the Commissioner of Community Affairs.

C. Unless both these provisions are fulfilled, the state will make no further payments of grants to such municipality under the provisions of this act.

1. The Commissioner may grant a municipality an extension for preparing a plan and securing approval, if the Commissioner determines an extension to be in the interest of the State or the people of the municipality.


MASSACHUSETTS
NEW YORK
RHODE ISLAND
DISTRICT I
DISTRICT II
DISTRICT III
DISTRICT IV
DISTRICT V
SALISBURY
NORTH CANAAN
NORFOLK
COLEBROOK
HARTLAND
GRANBY
SUFFIELD
ENFIELD
SOMERS
STAFFORD
UNION
WOODSTOCK
THOMPSON
CANAAN
WINCHESTER
BARKHAMSTED
EAST GRANBY
WINDSOR LOCKS
EAST WINDSOR
ELLINGTON
TOLLAND
WILLINGTON
ASHFORD
EASTFORD
POMFRET
PUTNAM
KILLINGLY
SHARON
CORNWALL
GOSHEN
TORRINGTON
NEW HARTFORD
CANTON
SIMSBURY
WINDSOR
BLOOMFIELD
SOUTH WINDSOR
VERNON
COVENTRY
MANSFIELD
CHAPLIN
HAMPTON
BROOKLYN
KENT
WARREN
LITCHFIELD
HARWINTON
BURLINGTON
AVON
WEST HARTFORD
HARTFORD
EAST HARTFORD
MANCHESTER
BOLTON
ANDOVER
COLUMBIA
WINDHAM
SCOTLAND
CANTERBURY
PLAINFIELD
STERLING
FARMINGTON
NEWINGTON
WETHERSFIELD
GLASTONBURY
HEBRON
LEBANON
MORRIS
THOMASTON
PLYMOUTH
BRISTOL
PLAINVILLE
NEW BRITAIN
ROCKY HILL
MARLBOROUGH
FRANKLIN
SPRAGUE
LISBON
GRISWOLD
VOLUNTOWN
WASHINGTON
NEW MILFORD
BETHLEHEM
WATERTOWN
WOLCOTT
SOUTHINGTON
BERLIN
CROMWELL
PORTLAND
EAST HAMPTON
COLCHESTER
NORWICH
BOZRAH
PRESTON
ROXBURY
WOODBURY
WATERBURY
CHESHIRE
MERIDEN
MIDDLETOWN
MIDDLEFIELD
SALEM
MONTVILLE
LEDYARD
NORTH STONINGTON
SHERMAN
BRIDGEWATER
MIDDLEBURY
NEW FAIRFIELD
BROOKFIELD
SOUTHBURY
NAUGATUCK
PROSPECT
WALLINGFORD
DURHAM
HADDAM
EAST HADDAM
OXFORD
BEACON FALLS
BETHANY
HAMDEN
NORTH HAVEN
NORTH BRANFORD
GUILFORD
MADISON
KILLINGWORTH
CHESTER
LYME
EAST LYME
WATERFORD
NEW LONDON
GROTON
STONINGTON
DANBURY
NEWTOWN
BETHEL
SEYMOUR
WOODBRIDGE
DEEP RIVER
ESSEX
OLD LYME
RIDGEFIELD
REDDING
MONROE
ANSONIA
DERBY
NEW HAVEN
EAST HAVEN
WESTBROOK
CLINTON
OLD SAYBROOK
SHELTON
ORANGE
WEST HAVEN
BRANFORD
EASTON
TRUMBULL
STRATFORD
MILFORD
WESTON
WILTON
FAIRFIELD
BRIDGEPORT
NEW CANAAN
WESTPORT
STAMFORD
NORWALK
DARIEN
GREENWICH

OPERATIONAL DISTRICTS

CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS
DIVISION OF FIELD OPERATIONS

7-67

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DEPARTMENT OF COMMUNITY AFFAIRS

Districts and Towns

District I
Jude D. Brennan
District Director

Ashford
Bozrah
Brooklyn
Canterbury
Chaplin
Colchester
Columbia
Coventry
Eastford
East Lyme
Franklin
Griswold
Groton
Hampton
Killingly
Lebanon
Ledyard
Lisbon
Mansfield
Montville
New London
North Stonington
Norwich
Plainfield
Pomfret
Preston
Putnam
Salem
Scotland
Sprague
Sterling
Stonington
Thompson
Union
Voluntown
Waterford
Willington
Windham
Woodstock

District II
Eugene Puhopek
District Director

Andover
Avon
Berlin
Bloomfield
Bolton
Bristol
Burlington
Canton
East Granby
East Hartford
East Windsor
Ellington
Enfield
Farmington
Glastonbury
Granby
Hartford
Hebron
Manchester
Marlborough
New Britain
Newington
Plainville
Plymouth
Rocky Hill
Simsbury
Somers
Southington
South Windsor
Stafford
Suffield
Tolland
Vernon
West Hartford
Wethersfield
Windsor
Windsor Locks

District III
George A. McCulloch
District Director

Bethany
Branford
Chester
Clinton
Cromwell
Deep River
Durham
East Haddam
East Hampton
East Haven
Essex
Guilford
Haddam
Hamden
Killingworth
Lyme
Madison
Meriden
Middlefield
Middletown
Milford
New Haven
North Branford
North Haven
Old Lyme
Old Saybrook
Orange
Portland
Wallingford
Westbrook
West Haven
Woodbridge

District IV
Bernard Cameron
District Director

Barkhamsted
Beacon Falls
Bethlehem
Canaan
Cheshire
Colebrook
Cornwall
Goshen
Hartland
Harwinton
Kent
Litchfield
Middlebury
Morris
Naugatuck
New Hartford
Norfolk
North Canaan
Oxford
Prospect
Roxbury
Salisbury
Sharon
Southbury
Thomaston
Torrington
Warren
Washington
Waterbury
Watertown
Winchester
Wolcott
Woodbury

District V
George Oickle
District Director

Ansonia
Bethel
Bridgeport
Bridgewater
Brookfield
Danbury
Darien
Derby
Easton
Fairfield
Greenwich
Monroe
New Canaan
New Fairfield
New Milford
Newtown
Norwalk
Redding
Ridgefield
Seymour
Shelton
Sherman
Stamford
Stratford
Trumbull
Weston
Westport
Wilton

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CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS

PUBLIC ACT #288

AN ACT CONCERNING POWERS OF THE COMMISSIONER OF COMMUNITY AFFAIRS

CONTENT: This Act permits the Commissioner to sell or lease, with the approval of the Commissioner of Finance and Control, and provide for the management of any of the State's Housing Projects. Preference must be given in such sales to present tenants, eligible applicants on the waiting list, eligible veterans who are residents of the municipality in which the housing is located or other eligible residents of the municipality, in that order. It also authorizes the financing of such sales to be financed by a purchase money note of up to fifty years' term, and to service such notes.

CHANGES OR NEW PROVISIONS: This Act authorizes the Commissioner to sell State-owned projects where previously this authority was not specified.

BUDGETARY OR FISCAL IMPACT: No State expenditure will be required after such sales are completed.

REQUIRED PROCEDURAL OR POLICY CHANGE: None

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CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS

PUBLIC ACT #348

AN ACT CONCERNING BLOCK GRANTS TO MUNICIPALITIES FOR PURPOSES OUTLINED IN THE COMMUNITY DEVELOPMENT ACTION PLAN

CONTENT: Section 1: This section expands the Commissioner's authority to combine grants-in-aid under one program to two or more programs, projects or activities in one contract. This may be either required by the Commissioner or requested by a municipality, any of its agencies, boards or commissions; a housing authority; or a municipal HRD agency.

Section 2: The Commissioner shall study methods of allocating DCA funds among the State's municipalities and report his recommendations to the General Assembly no later than 2/1/71.

CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS

PUBLIC ACT #728

AN ACT AUTHORIZING TENANTS TO DEPOSIT RENTS IN COURT TO REMEDY CONDITIONS DANGEROUS TO LIFE, HEALTH OR SAFETY

CONTENT: This Act establishes in the Circuit Court, the office of tenants' representative, who shall investigate complaints of housing code violations. There will be a chief tenants' representative an as many assistant tenants' representatives and inspectors as the judge may deem necessary. The tenants' representative may bring an action in the circuit court on investigating complaints of code violations. Such actions will be brought before a special referee, who may order appointment of a receiver of rents to make necessary repairs.

CHANGES OR NEW PROVISIONS: This does not replace the DCA Rent Receivership Program - it supplements it.

BUDGETARY OR FISCAL IMPACT: Rent receivership funds can still be spent by the Department.

REQUIRED PROCEDURAL OR POLICY CHANGE: None

CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS

PUBLIC ACT #546

AN ACT CONCERNING AN INTER-AGENCY COMMITTEE ON HEALTH AND SAFETY CODES

CONTENT: This act authorizes the Governor to appoint a committee to review state and local construction, maintenance, and safety codes with a view to eliminating any inconsistencies which exist. The inter-agency committee must report any problems and findings in a written form to any official or commissioner charged with the responsibility of administration or promulgation of a local or state code relating to the construction and maintenance of buildings. No provision exists for enforcement of the committee's findings or recommendations.

The committee is required to submit a report annually to the Governor and may make recommendations for new legislation.

The committee membership will include the commissioner of the following departments or their designated delegates; (1) Community Affairs, (2) Health, (3) State Police, (4) Public Works. The public act requires the committee to meet at least once in each quarter or four times a year.

CHANGES OR NEW PROVISIONS: There is no existing comparable legislation.

BUDGETARY OR FISCAL IMPACT: This public act makes provision for the employment of a director. There is, however, no funding within the act for salary or other expenses incurred by the members of the committee. It would appear that each member agency may have to underwrite any costs of operation.

REQUIRED PROCEDURAL OR POLICY CHANGES: No changes are necessary in any existing procedure or forms.

CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS

PUBLIC ACT #502

AN ACT CONCERNING THE SALE OF PUBLIC HOUSING UNITS

CONTENT: Amends section 8-76 of the general statutes. Permits a housing authority, upon terms and conditions approved by the Commissioner of Community Affairs, to sell projects or parts thereof to cooperative or condominium associations open to existing tenants, and establishes a system of priorities in the sale of one and two family dwellings in such project.

CHANGES OR NEW PROVISIONS: (a) A portion of a project that is sufficiently separable to form a discrete unit is also an eligible subject of sale. (b) The sale of multi-family state-assisted public housing is effected by two bills: (1) S.B. #810-Public Act #288: "An act concerning powers of the Commissioner of Community Affairs." Giving a similar power, as that of local housing authorities, to the Commissioner, where he has taken over a project; (2) S.B. #816-Public Act #502: as explained herewith. (c) Preference in such sale is given to a cooperative or condominium association, whose membership is open to the tenants of such project; unless the authority deems it advisable to sell such projects as individual one-family or two-family dwelling units. (d) Preference in the sale of such projects, shall be given to buyers in accordance with the following schedule: 1st - tenants at the time of sale; 2nd - applicants on waiting list, who are residents of the community, with below maximum income limits for admission; 3rd - veterans, who are residents of the community with below maximum income limits for admission; 4th - other residents whose incomes are below the levels for continued occupancy.

BUDGETARY OR FISCAL IMPACT: Mortgage financing for the sale of such project is provided by the state on a thirty-year basis. This shall be a secured first mortgage. The interest rate shall be determined by the state Bond Commission. The purchase price may be payable by a purchase money note only when the cost was financed with a loan by the state to the authority.

NOTE: Procedural and/or policy changes are being prepared by the executive coordinator.

CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS

PUBLIC ACT #795

AN ACT CONCERNING THE ESTABLISHMENT OF THE CONNECTICUT MORTGAGE AUTHORITY

CONTENT: This bill establishes a state authority to purchase federally insured mortgages and to insure residential mortgages where there is no FHA insurance.

The 1968 Federal Housing Act changed the federal financing of housing for low and moderate income families by providing for individual subsidization of interest, instead of reducing the interest rate of the mortgage itself, as was the program under 221d3. The new mortgages, whether home-ownership under 235, or rental housing under 236, are at the market rate of interest. It was planned that private lenders; i.e., savings banks, insurance companies, would provide these funds. However, these lenders have indicated that they would not supply the volume of funds necessary to meet the state demand, due mainly to an unwillingness to tie up their funds in large amounts for forty years.

The function of the Authority, then is to purchase such mortgages from the originating banks, and thereby to provide the necessary permanent financing. The authority also has the power to insure mortgages for low and moderate income families. Such families would then be eligible for contract assistance as under Section 235.

BUDGETARY OR FISCAL IMPACT: The sum of fifty thousand is appropriated for operating expenses in carrying out the purposes of this act. The State Bond Commission is authorized to issue bonds in amounts not to exceed five million dollars for the purposes of this act.

REQUIRED PROCEDURAL OR POLICY CHANGES: Procedures and policy will be effected through DCA involvement with this authority.

CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS

PUBLIC ACT #226

AN ACT CONCERNING THE TAKING OF REAL PROPERTY IN A REDEVELOPMENT AREA

CONTENT: This act removes the requirement to post a bond when condemning property in an urban renewal project.

CHANGES OR NEW PROVISIONS: This act amends Section 8-129 of the General Statutes by removing the bond posting requirement. CURA had, at the request of member redevelopment officials, conducted a study of the cost of posting condemnation bonds and discovered that these costs fluctuated so much that it was an encumbrance upon the redevelopment agency when securing a reasonable bond price. The study also revealed the fact that the posting of bonds was really not necessary since there was a federal guarantee that monies for land acquisition in an urban renewal project would be provided.

BUDGETARY OR FISCAL IMPACT: This act will not impact the financial resources of this department.

REQUIRED PROCEDURAL OR POLICY CHANGES: It will not be necessary to modify any existing DCA policy, procedure or forms, since this act pertains to the local redevelopment agency administrative function.

CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS

PUBLIC ACT #317

AN ACT REQUIRING THE PREPARATION OF COMMUNITY DEVELOPMENT PLANS TO QUALIFY FOR FINANCIAL ASSISTANCE FOR HOUSING FOR THE ELDERLY

CONTENT: Upon preliminary approval by the State Bond Commission pursuant to the provisions of Section 3-21, the state, acting by and through the Commissioner of Community Affairs,may enter into a contract or contracts with an authority for state financial assistance for a rental housing project or projects for elderly persons in the form of capital grants for application to the development cost thereof.

CHANGES OR NEW PROVISIONS: Amends Sections 8-114a and 8-225 of the General Statutes. (1) Section 1: Requiring the preparation of a CDAP to qualify for financial assistance for housing for the elderly. Requires a CDAP or PPCDAP as a condition to receipt of funds for elderly housing. (2) Section 2: Includes elderly housing funds in the 15% limitation.

BUDGETARY OR FISCAL IMPACT: Public Act #383 was enacted to amend subsection (1) of section 8-119a of the 1967 supplement to the General Statutes: (1) The authorization of the state treasurer to issue bonds of the state was increased from "thirty-one million six hundred thousand dollars to forty-nine million six-hundred thousand dollars; an additional authorization of: $18,000,000.

CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS

PUBLIC ACT #415

AN ACT CONCERNING ADVANCES FOR PLANNING PROJECTS BY THE COMMISSIONER OF COMMUNITY AFFAIRS

CONTENT: The Act: Requires approval of survey and planning advances by the community development action plan agency of the municipality as a prior step to approval by the Commissioner of Community Affairs.

Broadens eligibility to include in addition to a municipality, housing authorities and human resource development agencies and requires reimbursement of funds advanced if funds for the purpose of 8-220 (b) are received from a source other than the State.

CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS

PUBLIC ACT #808

AN ACT CONCERNING A GRANT-IN-AID TO MUNICIPALITIES FOR PAYMENTS IN LIEU OF TAXES OF HOUSING AUTHORITIES

CONTENT: Sub-section (b) limits use by housing authority of payments waived by municipality to a program of social and supplementary services. Formerly, the waived payment could be used to reduce rents, or improve services to the occupants or the quality of housing.

Sub-section (d) has been added which, permitting the State to enter into contract with the municipality to make payments in lieu of taxes to a municipality on land or improvements owned or leased by the Commissioner pursuant to Chapter 129, details the method used in determining the payment on land and improvements owned or leased by a housing authority. The contract provides that the municipality waive any payments by the State to the municipality under provisions of the cooperation agreement.

CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS

PUBLIC ACT #305

AN ACT CONCERNING NEIGHBORHOOD DEVELOPMENT PROGRAMS

CONTENT: This act provides that renewal programs funded under the neighborhood development program are eligible for state financial assistance.

CHANGES OR NEW PROVISIONS: This act amends subsection (a) of Section 8-154f of the General Statutes by adding neighborhood development programs as eligible programs to be funded by this Department in addition to the conventional urban renewal programs.

BUDGETARY OR FISCAL IMPACT: This Department had been authorized $8 million for its share of funding for urban renewal projects, both ongoing and new, for this biennium. HUD has stated that no new NDP programs can be funded during fiscal 1970.

REQUIRED PROCEDURAL OR POLICY CHANGES: NDP procedures have been prepared by DCA staff.

CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS

PUBLIC ACT #379

AN ACT CONCERNING HOUSING AUTHORITY REHABILITATION PROGRAMS AND SOCIAL SERVICES

CONTENT: Any housing authority may prepare and submit to the Commissioner of Community Affairs a program of social and supplementary services and project rehabilitation and improvement for any or all housing projects within the jurisdiction of such housing authority.

CHANGES OR NEW PROVISIONS: Amends Section 8-44a of the General Statutes. The present program was amended to put the program on a strictly grant-basis by removing the power of the commissioner to grant relief from the payment of principal and interest.

BUDGETARY OR FISCAL IMPACT: Such contract shall provide for state financial assistance in the form of a grant-in-aid equal to the cost of such program. Under Special Act #1, 1969, "an act amending acts concerning the authorization of bonds of the state for Capital Improvements and other purposes," the state bond commission shall have power from time to time to authorize the issuance of bonds for grants-in-aid to local housing authorities:

(a) For project rehabilitation and improvement of rental housing projects, not exceeding one million dollars

(b) For social services programs for rental housing projects, not exceeding two million dollars.

CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS

PUBLIC ACT #137

AN ACT CONCERNING STATE REIMBURSEMENT FOR TAX ABATEMENTS FOR HOUSING FOR LOW AND MODERATE INCOME PERSONS

CONTENT: Amends Section 8-216 by permitting tax abatement payments to continue for forty consecutive fiscal years of the municipality rather than twenty as previously provided.

Amends Section 8-216 to permit the Commissioner to amend any contracts for tax abatement entered into prior to the effective date of P.A. 137 by increasing up to a maximum of forty consecutive fiscal years of the municipality, the term of reimbursement for tax abatements provided in the contract.

BUDGETARY OR FISCAL IMPACT: Tax Abatement is one of five Group (D) programs under Special Act I for which $6.950 million of 1969-1971 capital bond fund grants are made available. The old "20-year" contracts had Bond Commission action for only one year at a time, and this Act will not increase annual cost during present biennium.

REQUIRED PROCEDURAL OR POLICY CHANGES: There will be no policy or procedure changes unless one regards the change by statute of the term of payment permitted to be a change in policy. A procedure for amending contracts will have to be developed. It will be at the municipality's initiation or the property owners'.

CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS

PUPLIC ACT #764

AN ACT CONCERNING PLANNED UNIT DEVELOPMENT

CONTENT: This act authorizes a planning and zoning commission or zoning commission to include in its local zoning regulations a planned unit development regulation. A planned unit development is described as that which includes mixed uses, including a variety or residential occupancy, ownership and construction, provided the entire development is carried out in accordance with locally adopted zoning standards.

CHANGES OR NEW PROVISIONS: This is an entirely new act and effects local zoning controls only insofar as the local zoning authorities wish to include this enabling legislation in its regulation.

BUDGETARY OR FISCAL IMPACT: There will be no immediate impact on DCA funding caused by the passage of this bill.

REQUIRED PROCEDURAL OR POLICY CHANGES: DCA should consider preparing a model PUD ordinance for local zoning authorities to use as a guide.

CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS

PUBLIC ACT #436

AN ACT CONCERNING STATE ASSISTANCE IN LOCAL HOUSING CODE ENFORCEMENT

CONTENT: This amendment for technical and financial assistance to Section 8-206 adds as eligible recipients housing code enforcement agencies, regional planning agencies, and regional councils of elected officials.

It adds as a specific program area the enforcement of local housing codes, without limiting the scope of the prior phase the provision of adequate housing.

It conditions the provision of financial assistance to a regional planning agency or a regional council of elected officials by requiring the prior approval of the director of planning of the office of state planning.

FISCAL IMPACT: Code enforcement is one of five programs funded from the $6.950 million 1969-1971 capital bond fund grant.

REQUIRED PROCEDURAL OR POLICY CHANGES: A referral procedure with the office of the director of State planning will have to be developed.

CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS

PUBLIC ACT #443

AN ACT CONCERNING THE APPLICABILITY OF THE STATE BUILDING CODE TO MUNICIPALITIES

CONTENT: This act which becomes effective on October 1, 1970, provides for a State Building Code that shall be applicable to all municipalities. The code adopted on the above date will be the code under which all municipalities shall mandatorily operate.

The act provides for a state building Inspector and a State building codes committee who jointly shall administer the code. The committee will be composed of nine members, professional engineers, two builders, one health official, one building official, and the state fire marshal. The committee may employ assistance as required.

The act provides that "inspector" means the state building inspector and building official means the local or municipal building officer.

The act provides for certification of building officials by the state building inspector. It sets up standards for training officials.

The act allows the state building inspector, upon application by a builder setting forth that a set of plans will be utilized in more than one municipality, to review and approve any set of plans for the construction of any building to provide dwelling space for not more than two families, if such plans meet the requirements of the state building code. Upon presentation of such set of plans the building official shall issue a building permit if all other local ordinances are complied with. (i.e., zoning fire districts etc.)

The act provides that any municipality or interested person may propose amendments peculiar to its own physical problems, where such conditions may warrant amendment to the state code. The state building code standards committee shall hold a public hearing upon all proposed amendments. If then it is found that the proposed amendment is not arbitrary, unreasonable, inimical to uniformity, contrary to accepted building practices, contrary to the policy of this act, and where amendment is necessary to offset conditions within the municipality, the state building inspector and the state building codes committee shall approve such amendment.

The act provides for a state board of standards and appeals, professionally qualified, whose function shall be to investigate new methods and materials of construction.

The act provides for a local board of appeals, qualified by the same provisions as govern the state board; to hear appeals from builders who have been denied a permit or have had an application rejected.

The act spells out in detail further lines of appeal and places time limits on pertinent administrative decisions.

CHANGES OR NEW PROVISIONS: This is basically new legislation in intent: It does change existing statutory reference by changing permissive language to mandatory. It precludes use of certain portions of the "tenement house" act, in alterations of buildings or structures.

It repeals sections of law commonly termed the "Garden Apartment Act."

BUDGETARY OR FISCAL IMPACT: No grant financial requirements inherent in act. Technical assistance perhaps.

CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS

PUBLIC ACT #683

AN ACT CONCERNING STATE FINANCIAL ASSISTANCE TO LOW AND MODERATE INCOME HOUSING

CONTENT: This act provides "seed money" to non-profit corporations organized to provide housing for low and moderate income families.

CHANGES OR NEW PROVISIONS: A community housing development corporation shall be designated by the governing body of a municipality to enter into contracts with the state as provided for in section 8-217 except for any corporation specially chartered by the general assembly. Note: The stipulation in the act: "organized as a non-stock corporation pursuant to chapter 600," was deleted.

It is noted in the act that housing means dwelling units (not housing) acquired, constructed or rehabilitated, etc. State grants-in-aid to CHDC amends section 8-218 to add "moderate" to income groups that can be aided.

Additionally the Act also includes "such other reasonable costs related to the acquisition, repair, rehabilitation, construction or development of such housing as may be approved by the Commissioner and as are not immediately recoverable by the CHDC out of conventional mortgage financing; provided, to the extent such expenses are recovered by the CHDC from any subsequent mortgage financing, such costs shall be repaid to the state." Subsection (5).

Provides a supplemental grant of up to 10% for projects containing a substantial number of dwelling units of three or more bedrooms. Such additional grant-in-aid shall be in lieu of any assistance to said housing under the tax abatement program. Subsection (6).

REQUIRED PROCEDURAL OR POLICY CHANGES: Form DCA-126 (Resolutions) will have to be modified:

Delete: "P.A. 522, 760 and 768 - 1967 regular session." Add in (on separate forms) the statutory sections as amended, or leave blank for insertion at time of filing application.

CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS

PUBLIC ACT #772

AN ACT CONCERNING STATE ASSISTANCE FOR NEIGHBORHOOD FACILITIES

CONTENT: This act authorizes the Commissioner of Community Affairs to fund municipalities in developing day care facilities, as well as neighborhood facilities, on a state-local basis of 2/3 state to 1/3 local or, where federal funds are used, in an amount not to exceed 1/2 of the net project cost. Exceeding federal granting aid - thereof.

CHANGES OR NEW PROVISIONS: This act amends subsections (a) of Section 8-210 of the 1967 supplement to the general statutes to include day care facilities as a neighborhood facility and also provides for 2/3 DCA funding if the program is a state-local one.

BUDGETARY OR FISCAL IMPACT: Special act 281, 1969, as amended provides the amount of four million dollars for the development of day care facilities and five million dollars for the structural improvements and operation of day care programs.

REQUIRED PROCEDURAL OR POLICY CHANGES: In order to implement this program it will be necessary to review DCA application forms for this particular type of project. It is recommended that this review and preparation of all appropriate forms be considered for immediate action.

Since this act provides for the development of child day care facilities and, further, the bond act provides for two distinct funding programs of (1) development and (2) improvements and operation of day care facilities and programs, this department should consider determining policy that would distinguish between development and improvement and operation. As a point of information HUD, in its neighborhood facilities program, has established guidelines which state that facilities may be provided by means of new construction or by expanding, acquiring, or rehabilitation of existing structures. The relationship of our state neighborhood facility program to the federal neighborhood facility program will, therefore, require legal interpretation for policy determination.

A legal interpretation of the relationship of Public Act #772 and the bond act should be considered. P.A. 588, effective October 1, authorized the Commissioner of Community Affairs to fund the development and operation of child day care centers, either on a 2/3-1/3 net cost basis if not federally assisted, or on 1/2 non-federal share basis. The division of Field Operations has requested the Asst. Attorney General to make this interpretation.

It is further suggested that, in preparing guidelines for this departments funding program for neighborhood facilities, the federal neighborhood facility eligibility guidelines be considered. These can be found in the "Catalogue of Federal Assistanc Programs Handbook."

CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS

PUBLIC ACT #377

AN ACT CONCERNING THE PROVISION OF STATE FINANCIAL ASSISTANCE TO HUMAN RESOURCE DEVELOPMENT PROGRAMS

CONTENT: Section 8-222 entitled State Grants-in-Aid for Human Resource Development Programs is modified by P.A. 377 in the following ways:

1. Subsection (d) is broadened to provide in addition to technical assistance, financial assistance for planning of a human resource development program consistent with the CDAP(s) of the municipality(ies).

Eligible applicants are any municipality, region, human resource development agency, private non-profit agency or any group of municipalities, regions or private non-profit agencies.

Provision of financial assistance to be in accordance with Section 8-220 (b) as amended by P.A. 415 whereby advances can be made at the Commissioner's discretion with the approval of the CDAP agency. Refer to explanation of P.A. 415.

2. Subsection (e) is added to Section 8-222 and provides authority in addition to 8-222 (b) where audit, financial and related controls are provided.

The Commissioner is required to conduct at least once each fiscal year an audit, or other inquiry as may be appropriate, into the operations and administration of each human resource development agency receiving financial assistance via Section 8-222.

The cooperation of the HRD agency in the audit and inquiry is a prerequisite to the provision of further financial assistance.

The Commissioner is required to report his findings to the Advisory Council on Community Affairs.

BUDGETARY OR FISCAL IMPACT: There is $1,500,000 authorized by the 1969 Bond Act for research, demonstration and planning projects including grants-in-aid and advances.

CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS

PUBLIC ACT #588

AN ACT CONCERNING THE ADMINISTRATION OF FEDERALLY ASSISTED PROGRAMS

CONTENT: Sections 1 and 2 of this public act authorizes the Governor to request the head of any federal department administering a grant-in-aid program under any federal law which requires that a single state agency or multi-member board or commission be established or designated to administer or supervise the administration of the program, that such federal department waive the single state agency or multi-member board or commission provision of such federal law.

Sections 3, 4 and 5 of the act provides that the state, acting by and at the discretion of the commissioner, may enter into a contract with a municipality or human resource development agency for state financial assistance in developing and operating child day care centers for children disadvantaged by reasons of economic, social, or environmental conditions, provided the day care center shall be licensed by the state commissioner of health. The amount of the state assistance in the form of a state grant-in-aid is 2/3 of the net cost of the program or 1/2 of the amount by which the net cost of such program exceeds the federal grant-in-aid. The financial assistance may be used to provide for personnel, equipment, supplies, activities, program materials and renovation and remodeling of physical facilities of such day care centers. The public act also provides that the commissioner of the department of community affairs may at his discretion, upon the request of the state welfare commissioner and with the approval of the state commissioner of finance and control, transfer funds from designated day care funds so as to enable the state welfare commissioner to apply for, qualify for and provide the state's share of a federally assisted day care program.

NEW PROVISIONS: The essential new provisions of the Act have to do with assurances that the day care center to be contracted for shall be licensed by the state commissioner of health, and the new provision for discretionary transfer of day care funds to the state commissioner of welfare.

BUDGET IMPACT: The current biennium (1969-1971) bond act provides grants-in-aid for the development of day care facilities, not exceeding $4,000,000, and for structural improvements and operation of day care programs not exceeding $5,000,000.

PROCEDURAL & POLICY CHANGES: (1) The data break-out on day care programs fed to our computer print-out system will need more refinement to be of management planning and budgeting use (e.g., at present, renovation costs and costs of non-expendable equipment are not discernable from simple reoccuring operating costs). (2) Policy and procedural details will need to be developed with respect to implementing the discretionary transfer of day care funds to the state commissioner of welfare. (3) Policy on funding day care programs will need more explicit interpretation in relating this public act, i.e., P.A. 588, to other allied public acts (e.g., Neighborhood facilities, P.A. 772; Block Grants for purposes outlined in CDAP, P.A. 348; Human Resource Development programs, P.A. 757; Housing Authority Social Service & Rehabilitation, P.A. 379; etc.).

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CONNECTICUT
DEPARTMENT OF COMMUNITY AFFAIRS

PUBLIC ACT #550

AN ACT CONCERNING STATE PARTICIPATION IN TITLE I OF THE DEMONSTRATION CITIES AND METROPOLITAN DEVELOPMENT ACT - "MODEL CITIES PROGRAMS"

CONTENT: This act codifies a nine-member State Interagency Model Cities Committee. The membership shall be made up of the Secretary of the State Board of Education and the Commissioners of Finance and Control, Health, Mental Health, Labor, Welfare, Corrections, Community Affairs and the Director of the Development Commission. The Commissioner of Community Affairs shall serve as coordinator of said committee and shall report to the Governor on the activities of this committee on or before September 1, 1970, and at least annually thereafter. The committee must meet at least once in each quarter and at the call of the coordinator. The State Interagency Model Cities Committee shall be responsible for coordinating programs of the various departments of the state as they may relate to the several model cities programs and shall provide information and technical assistance to the city demonstration agencies and to the residents of the model cities neighborhoods. The Director of the State's Model Cities Program, now functioning within the Bureau of Program Development and Community Services within the Department of Community Affairs, will also act as staff to this committee.

In addition to coordinating state agencies' activities as a means of assuring state participation in the model cities program, this committee will also coordinate other planning agencies such as CDAP to insure that the model cities program is fully incorporated and a part of the local comprehensive plan, etc. The committee will study means by which state financial assistance may be made available to the model cities program. The committee will also attempt to effectuate a closer working relationship with the federal government.

CHANGES OR NEW PROVISIONS: This is a new act which codifies a previous Governor's executive action.

BUDGETARY OR FISCAL IMPACT: This act makes no provisions for funding. The committee will attempt to find what monies are available within the various departmental budgets and set aside such funds for purposes of aiding model cities programs. In addition the committee will attempt to determine what state monies are being expended through existing programs which may directly relate to the model cities program.

REQUIRED PROCEDURAL OR POLICY CHANGES: Since this committee is charged with the responsibility of coordinating State participation in the model cities program, this may require procedural or policy changes within one or more State agencies that would allow them to fully participate in the model cities program.